

CITY OF CROSSVILLE

# Annual Report 2010-2011

Fiscal Year Ending June 30, 2011



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## City of Crossville Contact Info:

Accounts Payable	456-5675
Building Inspector	456-1830
Business Licenses	456-5680
Chief of Police	484-7231
City Clerk	456-5680
City Manager	484-7060
City Garage	484-7631
Codes Enforcement	456-1830
Detectives	484-7231
Drug Tip Line	484-4963
Engineering Dept.	456-6172
Finance Dept.	484-5113
Fire Dept. (non-emergency)	484-7572
Payroll and Personnel	707-5596
Planning & Community Development	456-6172
Police (non-emergency)	484-7231
Property Taxes	484-5113
Public Works Department	484-7631

Street Department	484-7631
Recreation Department	456-6632
Wastewater Department	484-6257
Water/Sewer Billing	484-5113
Water/Sewer Transmission	484-7631
Water Filtration Plants	
Holiday Hills	484-7083
Meadow Park	788-5515

**EMERGENCIES FOR FIRE OR POLICE DEPARTMENTS, CALL 911**

**Visit us online at  
[www.crossvilletn.gov](http://www.crossvilletn.gov)**



### MISSION STATEMENT

The basic mission of City Government, politically and managerially, is to preserve and enhance the quality of life which is unique to the community and its environs. We maintain an organizational environment that fosters integrity, discourages complacency, and encourages individual/collective motivation and achievement. Our service delivery systems are administered via entrepreneurial-oriented, cost-effective management systems, with a focus on value, responsibility and accountability. The quality, methodology and procedural process of each policy is tested and monitored to ensure excellence and generate respect for the organization and its programs/activities and services.

*Cover Photo by Walt Riches*

*Annual Report produced  
for The City of Crossville by  
NAPIER MEDIA SERVICES*



### ABOUT THE COVER

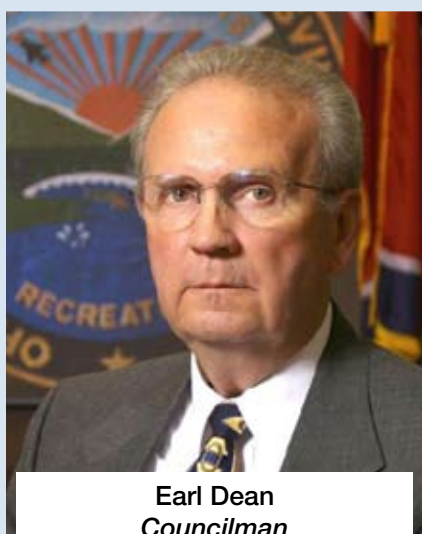
L-R: Councilman George Marlow, Mayor Pro-Tem Danny Wyatt, Councilman Earl Dean, Councilman Boyd Wyatt, Sr., and Mayor J.H. Graham III.



## Legislative Leadership Team • 2010-2011



**J.H. Graham, III**  
*Mayor*



**Earl Dean**  
*Councilman*



**Danny Wyatt**  
*Mayor Pro-Tem*



**George Marlow**  
*Councilman*



**Boyd Wyatt, Sr.**  
*Councilman*

## Office of CITY MANAGER ANNUAL REPORT

### Financial health of the city continues to rebound

The City of Crossville is dedicated to demonstrating accountability and stewardship of public funds, a commitment to the highest ethical standards and addressing community needs. Simply put, my job as City Manager is to do everything in my power to see this goal is met.

#### FINANCIAL HEALTH

The Executive Branch of the City Government of the City of Crossville is pleased to report that the financial health of the City is sound. The city continues to grow and prosper, in spite of the worst economic decline in modern times. As we ended fiscal year 2010/2011, sales tax collections were slowly but steadily inching upward from the decline of 2008/2009.

The future holds challenges for us in industrial recruitment, tourism and rec-

reation, but with continued cooperation between the city, county and chamber of commerce, we can achieve these goals. We also face the funding of millions of dollars in projects that are of vital importance to the community. With prudent management and strong leadership from our Mayor and Council Members, I am confident we will emerge from these difficult times stronger and wiser.

#### SUSTAINABLE FUTURE

Crossville's economic community is a vital mix of retail, shopping, restaurants, service businesses, hotels and public services. The City acknowledges the importance of and continually strives toward preserving, enhancing, and managing sustainable programs that will improve the welfare of the community and environment and will ensure future generations may live healthy, productive and comfortable lives.

On behalf of the executive branch of City Government and the various components thereof, it is an honor to serve this city, our employees, the Council, and you, the taxpayers.

### Bruce Wyatt City Manager

Wyatt has been a successful businessman for three decades in Cumberland County. "It has always been my goal to work for the betterment of Crossville and Cumberland County. I love my hometown and our county and I believe it is our duty to leave them in as good a shape as we possibly can for future generations," Wyatt said.

"Whether it is starting a new business or improving an existing one, I have always looked for better ways to get things done. With everyone's help, I believe we can apply that principle to improving our city, which has so many positives."

Bruce learned early in life that hard work was required in order to be successful. He operated a forklift in his first job at age 11. He worked all through high school (graduated 1969) and was running his own sawmill at age 17. Bruce earned a B.S. in Business Management and a minor in Finance from Tennessee Tech University and started his post-college career in the accounting office at Mountain Farm Bakery (now, Flower's Bakery).

In the years between that job and today, Bruce owned and operated several successful businesses including Tri-County Equipment and Rental; Plateau Travel Plaza; and West Avenue Laundry Express. He no longer owns any of them.

Bruce and wife Carmen reside in the Lake Tansi community.



Meadow Park Lake

Without a doubt, one of the best kept secrets in Crossville is the city-owned 269-acre Meadow Park Lake (also known as City Lake). Created to protect our water shed impoundments, it also provides a clean and safe natural recreational area for us to enjoy. If you have not been out for a visit, please do and if you enjoy fishing, take your rod and reel.



# City of Crossville

## BOARDS AND COMMITTEES

*The basic mission of the City's advisory boards and committees is to involve the citizens in the decision-making process of governance and to provide advisory and technical assistance to the City Council and City Manager. Some of the bodies are quasi-regulatory and/or administrative entities acting as agents of the Governing Body.*

### INDUSTRIAL DEVELOPMENT BOARD

*Purpose: Issuance of Industrial Bonds*

V.J. Dodson	Tonya Hinch
Amanda Elmore	Gary Greene
Jack Chadwell	Jim Young
George Marlow	Larry Ebert, Sr.
Beth Alexander	Pepe Perron
Bobby Randolph	

### PALACE THEATER ADVISORY COMMITTEE

*Purpose: To establish policies for use of the Palace Theater and to make recommendations to the City Council concerning its use.*

Camilla Wyatt  
Vaughn Swafford  
Jim Purcell  
Marguerite Watkins  
Jim Young

### CROSSVILLE REGIONAL PLANNING COMMISSION

*Purpose: To see that all new subdivisions are in compliance with state and local regulations. To plan for future development and transportation needs of the Planning Region and the City of Crossville.*

Mayor J.H. Graham, III  
Councilman Earl Dean  
Dave Burgess  
Frances Cunningham  
Robert E. Harrison  
Mike Moser  
Kevin Poore

### PUBLIC BUILDING AUTHORITY

*Purpose: To issue bonds.*

Thomas E. Looney	Kirk Tollett
Cosby Stone	Joe M. Looney
H. Dean Bennett	Johnny Wayne
Lillian Fox	Presley



### LAKE COMMISSION

*Purpose: Manage and supervise Meadow Park Lake properties.*

Charles Loveday	Earl Dean
Doug Brady	Clark West
James Perry	Joe Reynolds

### TREE BOARD

*Purpose: Prepares tree plan for the community and coordinate tree related activities.*

Nan Beesley	Meredith Mullen
Barbara Ware	Chester Bush
Clarence Coffey	Eric Brady,
Bill Haynes	Staff Liason
Sidney Morgan	
Bruce Anderson	

### CROSSVILLE BEAUTIFICATION COMMITTEE

*Purpose: Advise Codes Enforcement of areas of the City that need to be cleaned, cleared and aesthetically improved. Recommend areas in the City that can be improved to enhance the downtown area.*

Glenn Caswell  
Margie Buxbaum  
Bob Franks  
Mary Lou Mitchell  
Sue Patton

### PERSONNEL BOARD

*Purpose: Represent the public interest in the improvement of Personnel Administration of the City.*

James Perry	Tonya Hinch
Gary Howard	Vancieneta
Richard Powell	Wisdom

*The civic-minded citizens who serve on the various boards of the City are driven only by their desire to make Crossville a better community. Their efforts are recognized and appreciated by both the Legislative and the Executive branches of City Government.*

### FLOODPLAIN BOARD OF APPEALS

*Purpose: Rules on appeals and variances relating to floodplains.*

Billy Loggins  
Mayor J.H. Graham, III  
Boyd Wyatt, Sr.



## Office of the CITY CLERK ANNUAL REPORT

### City Clerk's Office Pursues State & Federal Grants / Loans

The Office of the City Clerk oversees many important functions for the City of Crossville. Following is a synopsis of activities during the past fiscal year.

- Attended, prepared agenda packets, and prepared minutes for 21 City Council Meetings.
- Business Taxes and Licensing – The City of Crossville currently has 1,315 business licenses that are renewed annually. This number only includes those businesses required by State law to have business licenses. A number of businesses have been exempted from this requirement by the State. In January 2010, the Tennessee Department of Revenue assumed responsibility for the collection of businesses taxes. The Crossville City Clerk serves as one of the representatives from cities working with the Department on this conversion.
- There are currently 82 Beer Permits, 15 Liquor licenses, 6 Taxi Driver's Permits, 6 Fireworks Permits, and 73 Sign Permits, and 3 retail liquor stores, which are renewed annually. New permits implemented this year are for outdoor festivals and outdoor sales/garage sales/yard sales. Each property in the city will be limited to 5 three-day sales within a calendar year. There is no cost for this permit.
- Annexations – During the past fiscal year, the City annexed 43.13 acres. All annexations were at the request of the property owners.

#### SPECIAL PROJECTS

**3 Star Community** – Under the direction of the City Clerk and the Assistant City Clerk, the cities of Crossville, Crab Orchard, and Pleasant Hill and Cumberland County have been re-certified for the ninth straight year as one of the Governor's "Three Star Community" communities. The Crossville-Cumberland County Chamber of Commerce is a valuable partner in this designation and

provided much assistance in the recertification process. This program is administered by the Tennessee Department of Economic and Community Development.

**Tennessee Center for Performance Excellence (TNCPE)** – In conjunction with the Three Star Program, the City has served as the lead agency in the filing of applications for inclusion in TNCPE. The program is based on the Malcolm Baldrige program utilized in private industry. TNCPE sends reviewers to conduct a review of our operations and provide feedback. Cumberland County and its communities qualified for the Commitment Level.

**Census** – This office worked with the U.S. Census Bureau in preparing for the 2010 census. The City's census increased 20.2% during the past decade to a population of 10,795. The County's census increased 19.77% to a population of 56,053.

**LaserFiche** – The City Clerk's office has continued with the electronic scanning and storage of records. The software allows many records to be researched by keywords. Those records not considered archival or historical are able to be destroyed after being properly scanned. All electronic records are backed-up several times and meet all requirements of the State for electronic storage.

**Agenda Management** – Implementation of new software for developing agenda packets is currently underway. This will enable the City to provide agenda packets electronically and decrease significantly the amount of paper used with each meeting. The packets will also be posted on the City's website for viewing by the public.

**New City Hall** – The City Clerk is coordinating all the renovations to the former Regions bank building on N. Main St. When completed, all offices currently located in City Hall and in leased space will be relocated to the newly renovated building. The Police Department will move to the current City Hall and the Fire Department will utilize the entire space at the Public Safety Building.

#### STATE AND FEDERAL GRANTS/LOANS

The City Clerk is responsible for submitting applications for grant funding and administering those grants that are funded.

#### TDOT NORTHWEST CONNECTOR

The Northwest Connector will begin at Tennessee Avenue on Sparta Highway and connect to Highway 70N just west of Northside Drive. It will continue northward and connect with the current Northside Drive. The final section will align with the current alignment of Interstate Drive. TDOT has agreed to fund utility relocation and construction phases for Section I, II, and III. Engineering and right-of-way on Section II is underway by the City. Section I from Hwy. 70W to just past Hwy. 70N is currently scheduled by the State for letting in March 2012.

#### DOWNTOWN REVITALIZATION PROJECT

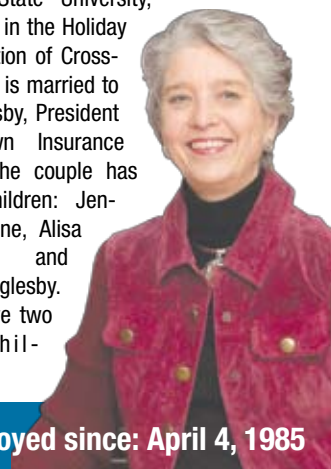
With assistance from Downtown Crossville, Inc., the City is undergoing a major project to bring the infrastructure in the downtown area up-to-date. This project is estimated to cost in excess of \$8,500,000. Over 85% of the estimated cost relate to water, stormsewer, roads, and other infrastructure components. Grant funds have been

### Sally Oglesby, MMC City Clerk

Sally is a long-time City of Crossville employee, and has been a Cumberland Countyian for well over 30 years. She started her stint as a city worker in April 1985, and has lived in Crossville since 1976, having spent time in several states in the Midwest and three other Tennessee cities.

She was born in Murfreesboro, but moved away from there as an infant. She has resided in Wichita, Kansas; Oklahoma City; Memphis; Chicago; Albert Lea, Minnesota; Omaha, Nebraska (where she graduated from high school); and down I-40 in Nashville.

Sally owns a B.S. degree from Middle Tennessee State University, and lives in the Holiday Hills section of Crossville. She is married to Bill Oglesby, President of Brown Insurance Group. The couple has three children: Jennifer Stone, Alisa Mueller and Curt Oglesby. They have two grandchildren.



received totaling \$4,457,354. Additional funding applications are pending. Preliminary engineering has been completed and final engineering is underway. If funding is available, construction is planned to begin in 2012.

#### **AIRPORT MAINTENANCE GRANT**

TDOT-Aeronautics Division provides an annual maintenance grant of \$23,400 to cover 50% of the costs for maintenance items at the airport.

#### **BULLET PROOF VEST PARTNERSHIP PROGRAM**

The Department of Justice has awarded grants totaling \$17,536.25 to cover 50% of the costs for the purchase of bulletproof vests for police officers.

#### **TML SAFETY PARTNERS LOSS CONTROL MATCHING GRANT**

The Tennessee Municipal League Risk Management Pool granted the City \$2,000 as a 50% match for the purchase of safety items. Safety items were purchased for the public works and police departments.

#### **NETWORK COORDINATOR GRANT**

The Tennessee Department of Transportation, through the Governor's Highway Safety Office, awarded \$15,020 to undertake traffic services highway safety projects. Funds will be used for overtime costs in the Police Department for participating and implementing various safety campaigns, attendance at conferences, and purchase of radar equipment, laptop computers, and in-car video equipment.

#### **GHSO ALCOHOL SATURATION/ CHECKPOINT GRANT**

This grant is for \$21,122.50 to fund wages, equipment, and conferences related to alcohol saturation/checkpoints.

#### **GHSO HIGH VISIBILITY LAW ENFORCEMENT GRANT**

This grant funds \$5,000 for wages and equipment for the Police Department and State in implementation of highway safety projects.

#### **WATER HARVESTING**

This project built a 36" water line from Lake Tansi to Meadow Park Lake. This water will be used to provide water while maintenance work is done on the Meadow Park Dam and in case of a severe drought or other emergency. The project was funded by a \$2,000,000 grant and \$4,000,000 loan through State Revolving Loan Funds. Project complete.

#### **CUMBERLAND COVE WATER**

This is a joint project between the City

of Crossville and the Cumberland Cove Property Owners Association. This development was originally conceived where the property owners would install individual water wells. This has become an unreliable source for safe and sufficient drinking water for the 300-350 existing homes. With no developer involved in the project, the POA requested a joint venture with the City. The project provides water to 1700 lots covering 18,000 acres. Approximately 60 miles of water lines were installed. Funding was provided through a \$3,000,000 contribution from the POA, tap fees estimated at \$216,000, a \$1,284,000 loan from Rural Development, and a \$800,000 grant from Rural Development. The project is complete with over 274,000 feet of line laid.

#### **WASTEWATER TREATMENT PLANT TECHNOLOGY UPGRADE**

Approval was given to raise the peak capacity of the treatment plant through upgrades of the technology implemented at the plant. This allows the City to more efficiently process wastewater and prepare for future growth. The total cost was approximately \$6,500,000. A \$1,000,000 grant was secured from the U.S. Economic Development Agency. The City also secured a \$1,800,000 grant and a \$3,200,000 loan from the State Revolving Loan Fund at an interest rate of approximately 1.23% for 20 years. A \$500,000 CDBG loan was also received. An additional application for \$500,000 has been approved for Phase III. Work on Phase I and II are completed.

#### **AIRPORT SECURITY IMPROVEMENTS**

A \$55,000 grant has been awarded to provide additional fencing, keycard access gates, and other security improvements around the terminal building and t-hangars. The contract has not been received.

#### **AIRPORT LAYOUT PLAN UPDATE**

A \$60,300 grant was awarded to provide an update for the Airport Layout Plan. The update is complete.

#### **AIRPORT T-HANGAR CONSTRUCTION**

Over \$1,000,000 in grant funds were received for the construction of t-hangar units utilizing federal Vision funding. Construction is complete and added 10 additional small hangars and 6 additional large hangars.

#### **AIRPORT PAVEMENT REHABILITATION**

A \$1,652,310 grant was awarded to provide funding for pavement rehabilitation of the runway and taxiway. Project complete.

#### **AIRPORT T-HANGAR ROOF REPAIRS**

A \$11,250 grant was awarded to provide

50% funding for roof repairs on some of the older t-hangars. Project complete.

#### **AIRPORT FUEL FARM RELOCATION**

A \$85,820 grant was awarded to provide 50% funding to relocate the fuel farm. Project complete.

#### **POLICE DEPT. RIFLES**

A \$5,420 grant was awarded by the Department of Justice to provide funding for the purchase of rifles. Project complete.

#### **FIRE STATION #3**

A \$100,000 grant and \$1,910,000 loan has been awarded through Rural Development to provide funding for construction of a new fire hall to be located on Sparta Highway across from Holiday Drive. The plans are under review by the funding agency.

#### **FIRE EQUIPMENT**

A \$100,000 grant and \$1,090,000 has been awarded through Rural Development to provide for the purchase of a pumper truck and an aerial truck.

#### **SIDEWALKS**

A \$221,040 grant has been received for the construction of sidewalks around Martin Elementary School. Surveying and final design are underway.

#### **ENERGY**

A \$100,000 grant was received to retrofit 6 city buildings to reduce energy consumption. The buildings received insulation, new light fixtures, and HVAC units. Project complete.

#### **STORMWATER**

The Tennessee Department of Environment and Conservation has awarded the City a \$40,000 grant for the development of a GIS Stormwater Inventory program. The project is approximately 50% complete.

#### **HWY. 70N WATERLINE**

An \$800,000 grant and \$1,700,000 loan was secured for the construction of a 10" waterline on Hwy. 70N. This project is underway.

#### **MEADOW PARK LAKE DAM MAINTENANCE**

A \$1,095,000 grant and \$4,505,000 loan was secured for the renovation work on the dam at Meadow Park Lake. The dam was built in the 1930's and renovation work was required by TDEC-Safe Dams. The project is underway.

#### **APPLICATIONS FILED BUT NOT**

#### **APPROVED AS OF DECEMBER 31, 2011.**

Transportation Enhancement Program – \$1,028,713 for the downtown revitalization project.

## The PALACE THEATRE ANNUAL REPORT

### The Palace Theatre is the destination for meetings and entertainment

The Palace Theatre is a 1930's movie theatre that has been restored and renovated into a flexible community auditorium, and information center. The facility has a 302 seat auditorium with adjacent local information lobby and concession stand. It is also equipped with a full kitchen and a 60 seat capacity meeting room. The auditorium has a 22' X 19' movie screen with 35mm and DVD projection capabilities. It has a 22' X 25' stage with full lighting and professional sound system. The building is wired for internet access and now offers WiFi internet capabilities.

The City of Crossville's Historic Palace Theatre continues to be the destination location for meetings and entertainment in downtown Crossville. The Theatre had an average of 32 groups and over 2100 people per month using the facility. For the year the Palace had 380 groups use the facility

with attendance at almost 25,000 people.

The community has found the Palace an excellent place to meet and perform. Many groups and businesses are using our facility for meetings and seminars. The facility is also used for baby showers, birthday parties and public forums as well as many wonderful and diverse musical concerts. We have even had weddings on the stage of the Palace Theatre. Many local organizations and civic groups use the theatre for their musical programs as well. Just about every musical genre has been represented at the Palace this past year. Jazz, Blues, Country, Rock, Bluegrass, Gospel and Classical music have found their way to the Theatre's stage.

A wide variety of groups have presented shows including the Senior citizen's "Music of The Cumberland", the D.A.R. "U.S.O. Show", and the Fairfield Glade Lions Club uses the Theatre for their Travelogue presentations. The Cumberland County High School "Jet Theatrix" Drama Club presented "Spamalot" and "Briar Rose: The Tale of Sleeping Beauty". The Palace is the home stage for the Performing Arts Alliance of Rural Tennessee. Their organization has brought in a wide variety of wonderful performances by The Nashville Opera, The Black Lillies, The Heartland Series host Bill Landry, the return of Australian guitar



**Caleb Brown**

sensation Geoff Achison, up and coming country music star Jace Evertt and many more. The Theatre is also the home to the ever popular monthly show, the "Cumberland Jamboree". Cumberland County schools also use the Palace for field trip movies, concerts, talent shows and plays.

We are very fortunate to have such a wonderful facility as the Palace Theatre, truly our "Jewel of Main Street".

*Palace photos by Walt Riches*

### Scenes from the Palace Theatre



**Jenna Jefferson & Her Cool Friends**

### Terry Ashburn Palace Theater Administrator

Terry taught band and music in Cumberland County for 26 years before starting work for the City. He earned a B.S. in Music Education from Tennessee Tech University. The Cumberland County native lives with wife Bonnie, a teacher at Homestead Elementary, along with their two cats, Calvin & Hobbs, in the Homesteads Community.







## Department of FINANCE AND CUSTOMER ACCOUNTING ANNUAL REPORT

### General fund enjoys an overall surplus

At the year ended June 30, 2011, all funds have adequate fund balances and assets to continue providing quality services. Sales tax collections and general growth in the area has bottomed out I believe and the General Fund enjoys an overall surplus in 2011. The Water and Sewer Fund Net Income has fluctuated over the past few years, mainly due to the receipt of grants; yet it has remained positive. The cash in the water and sewer fund is being expended to get work in process started. There are approximately three jobs in process at this time.

#### GENERAL FUND ACTIVITY

State and local tax revenues primarily support the General Fund. 49% of the General Fund Budget is supported by local sales tax. When citizens spend locally, they directly support City functions such as police and fire protection, street maintenance and construction, airport development, parks and recreation, and the solid waste programs. In addition, citizens purchasing within the City of Crossville also support Cumberland County Schools. By State law, sales tax earned in the City of Crossville is shared with the schools. The State of Tennessee sends sales tax earned within the City limits to the County Trustee's Office. The Trustee withholds a 1% processing fee and then equally divides the remainder to the City and Cumberland County Schools. Schools use this sales tax for operating expenses and funding debt related to the schools. Cumberland County, Pleasant Hill, and Crab Orchard share their sales tax collections with the school systems, too. Based on sales taxes earned between 7/1/2010-6/30/2011, 80% of all local sales tax supporting schools was earned within the City of Crossville's domain, which granted \$6.7 Million to schools in the last 12 months. The City of Crossville received \$6.6 Million for its budget during that time.

Over the past year, the City sales tax collections have increased approximately

\$120,000. Last year's local sales tax collections increased approximately 2% over the previous year. The City appreciates and encourages citizens to continue to "Shop Crossville First" because it positively impacts the entire community.

Next to local sales tax and property tax, the State of Tennessee shared revenues is the third largest funding source for the General Fund. The City of Crossville received over one (1) million in state shared revenues. Crossville's state shared tax collections are determined by the population. From 2010 to 2011, the City's receipt of state shared taxes increased over prior years revenues.

The City of Crossville has made a commitment to tourism with the creation of the Marketing/Promotions Department and extended this department to include an Economic Development Department. Now, budget funds are specifically designated for the organization and promotion of tourism events and economic development. Tourism is promoted by funding advertisements, travel guides, maps, hosting golf, softball, and other tournaments. The City continues to promote Crossville as the Golf Capital of Tennessee. The economic development has started with promotional ads in publications like TAP Publishing papers and a video for the Television show "Today in America" which will be aired later this year.

Property tax rates have not increased since 2004.

#### THE CITY'S DEBT

The City of Crossville has a General Fund Debt Service that increased this year. E-911 is repaying a loan that amounts to \$726,000. The City of Crossville is responsible for this note if E-911 does not pay the payments. The City purchased land at the airport for development. This increased the debt for the general fund by \$680,000. The City's debt per capita amounts to \$130 per City resident as of June 30, 2011.

#### WATER & SEWER FUND OPERATIONS

The Water and Sewer Fund is an enterprise fund. This means that taxes do not

support the operations of the services; it is fully self-funding like a business. Water rates to residential and commercial customers increased this fiscal year. The water and sewer rates are scheduled to go up 5% over the next 2 years. The City invested \$12.2 Million for water and sewer capital projects such as water line and sewer line rehabilitation, wastewater improvements, Holiday Hills Water Plant and Dam improvements, water expansion at the Meadow Park Lake, and sewer expansion. Of this \$12.2 million, grants were received in the amount of \$4.7 million. The City has increased its debt load to accommodate expansions over the past few years; however, a large portion of the debt is funded by the State of Tennessee with interest rates below 2%. The capital projects are directly responsible for the increase in water and sewer rates over the next 2 years. In addition, grants are being used and aggressively pursued for all capital projects. As of June 30, 2011, the City had 12,079 water customers, and 4,763 of those customers were also provided sewer services.

At 2011 year end, the City's utility debt amounted to \$1,043 per customer. The utility fund has outstanding debt of \$23.6 Million.

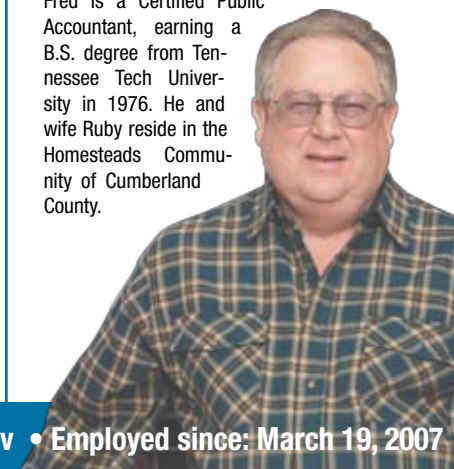
#### SUGGESTIONS

Here are some important reminders that will allow the City of Crossville to better serve our customers:

### Fred C. Houston Finance Director

Fred is Crossville native who is in his fourth year with the City. He is a Cumberland County High School graduate, employed with the city since March of 2007.

Fred is a Certified Public Accountant, earning a B.S. degree from Tennessee Tech University in 1976. He and wife Ruby reside in the Homesteads Community of Cumberland County.



- All new customers for the City of Crossville must come to city hall to fill out an application and pay the service charge to turn on their water. The service charge is a non-refundable charge and is \$75 for renters and \$50 for homeowners. The application for the City of Crossville, Catoosa Department, must be filled out at the office on the Plateau Road. All fees are the same.

- All customers who move from their residences must come to City Hall or go to the Plateau road for Catoosa customers and sign a disconnect service form and give final instructions for the final billing.

- The City makes payments of the water bill as easy as possible. The City has a night drop, a drive thru, a walk in at city hall and at the Catoosa department on Plateau Road, credit and debit cards, bank drafts and through mailing their water bills to City of Crossville at 99 Municipal Ave, Crossville, TN 38555.

- Customers may pay their water bills through bank draft. This is a convenient, secure way to pay your water bills. Approximately 3,310 customers elect to pay their water bills by bank draft. By signing up for bank draft, future customers will help save the City of Crossville employee's time and materials.

- Customers may also pay by debit or credit cards. Credit card payments can be made by walk-in or calling the water department at 931-484-5113.

- Water bills are due either on the 10th, 15th, or 25th of the month, depending on the customer's billing cycle. Office hours are from 7:30 to 4:30 Monday through Friday except holidays.

- The City's employees should be granted access to customer's premises at all reasonable times for the purpose of reading meters, testing, inspecting, repairing, removing, and replacing all equipment belonging to the City.

- All meters should be kept free of weeds, trees, rocks, debris, or other structures that hinder reading and maintenance work. No fences should be erected around meters without gates accessible from the street directly, and in close proximity, to the meter. No animals that are hazardous to City employees should be kept around the meters.

- To check for a leak, customers should obtain a reading from the meter. Next, customers should not use any water for three hours. Then, customers should re-read the meter. If the numbers differ from the previous reading, the customer prob-

ably has a leak. Each customer account is allowed two adjustments for a leak in a 12-month period.

- Property taxes are due November 30th of each year. The taxes become delinquent as of December 1 with penalty computed at 1½ % per month.

- If citizens have a change of address request related to property taxes, notify the Assessor of Property, 2 South Main Street, Suite 101, Crossville, TN 38555, or phone (931) 484-5745.

- State law provides for property tax relief to low-income homeowners age 65 or over and certain homeowners who are permanently and totally disabled if their income is less than \$26,830. Disabled veterans may qualify to get this relief without the income limitations. If you believe that you may qualify for tax relief, contact the tax collector at City Hall (931) 484-5113.

#### INTERNET

The City of Crossville has a web site at <http://www.crossvilletn.gov/>. If you go under the administration tab into the finance department, you will find the City's budget, audit reports, and all applications and permits.

#### City of Crossville Sales Tax Comparison

	<u>FYE 2002</u>	<u>FYE 2003</u>	<u>FYE 2004</u>	<u>FYE 2005</u>	<u>FYE 2006</u>	<u>TOTAL</u>
Sales Tax Collection for City Sales	11,243,702	11,000,602	12,016,928	12,673,826	13,762,111	60,697,169
City's Portion	5,564,873	5,444,548	5,947,563	6,273,544	6,812,245	30,042,773
Amount to County Trustee	113,956	111,506	121,802	126,738	137,621	611,623
Amount to County for Schools	5,564,873	5,444,548	5,947,563	6,273,544	6,812,245	30,042,773
Total to County	5,678,829	5,556,054	6,069,365	6,400,282	6,949,866	30,654,396

	<u>FYE 2007</u>	<u>FYE 2008</u>	<u>FYE 2009</u>	<u>FYE 2010</u>	<u>FYE 2011</u>	<u>TOTAL</u>
Sales Tax Collection for City Sales	14,202,226	13,965,760	12,862,624	13,124,982	13,314,963	67,470,555
City's Portion	7,030,102	6,913,051	6,366,999	6,496,866	6,590,907	33,397,925
Amount to County Trustee	142,022	139,658	128,626	131,250	149,793	691,349
Amount to County for Schools	7,030,102	6,913,051	6,366,999	6,496,866	6,574,263	33,381,281
Total to County	7,172,124	7,052,709	6,495,625	6,628,116	6,724,056	34,072,630

#### TOTALS FOR TEN YEARS FYE 2002 -2011

Sales Tax Collection for City Sales	128,167,724
City's Portion	63,440,698
Amount to County Trustee	1,302,972
Amount to County for Schools	63,424,054
Total to County	64,727,026



## Office of HUMAN RESOURCES ANNUAL REPORT

### Human Resources covers a broad range of responsibilities and duties

The position of Human Resources Coordinator is quite diverse. At the present time this position handles all human resources responsibilities and benefits for employees, including all group health, life and dental insurance, and workers compensations claims. This position also handles liability and property claims for the City.

#### 168 EMPLOYEES

The City of Crossville has 168 full time employees and 3 part time employees. We are proud of the fact that the City has a very low turn over rate, having lost only 17 employees in fiscal year 2010-2011. Of those 17, 6 were retirees and the remainder left for various reasons. In fiscal year 2010-2011, 13 positions were filled. Of these positions, 3 were in the Police Department, City Manager, 1 in the Street Department, 1 in the Maintenance Department, 1 in Finance, 1 in the Fire Department, 3 in Parks and Recreation and 1 in Water Filtration. The City of Crossville is proud of each and every employee and we believe that we have the best workforce available.

The City hires over 40 part time seasonal employees each year to work in various departments. Summer employees are all students and work in various departments of the City. The largest number of students work in the Recreation Department in the concessions stands until the end of the season in mid November. The Summer Student program was put in place several years ago by City Council to give students the opportunity to work in a seasonal job and to earn money for college expenses. They must be a graduating senior and have been accepted into a college, university or vocational school to qualify for this program. We hope to, in the future, have

an intern program in place year round for those students attending college, thereby; giving them the opportunity to work in their chosen field. The Summer Student program has been a great success over the years. Several of these students return year after year. These are hard working employees and are a great help to our department during the summer months. Several of these students, over the years, have gone on to obtain masters and doctorate degrees.

#### SAVING TAXPAYER MONEY

This past year, and in years past, the City has tried to concentrate on helping reduce the rising cost of health insurance for employees as well as the tax payers of the city. The health and dental plans in place for 2011 not only saved the employees money on premiums but also saved the City and taxpayers money. By making changes in 2011 to our health plan and with the help of employees being more concerned about their well being, the City received a minimal increase in premiums for the plan year 2011. The dental plan remains the same and there was not a cost increase for it this year.

In an ongoing effort to promote wellness among City employees, the health insurance plan offers a wellness check up as a benefit, as well as on-line health coaching for lifestyle changes, including smoking cessation, weight loss and exercise programs. The City also offers, at no cost to employees, the seasonal flu shots. This year we had over 100 employees take advantage of this benefit.

#### WORKERS COMPENSATION

The City tries to stress safety on the job. Training is offered to all departments on the hazards of job injuries. In this fiscal year, the City of Crossville did not have any injuries with lost time.

#### BLOOD DRIVE

For the first time the City of Crossville held a blood drive at City Hall. We had a wonderful turnout for this blood drive, which was done in honor of the late Haylie Menzl, daughter of Rick (Police

Officer) and Lisa Menzl. City employees donated 59 pints of blood. Forty of these donors were first time donors. We hope to make this blood drive an annual event to help keep the blood supply up for the Red Cross.

#### ANNUAL EMPLOYEE PICNIC

The Annual Picnic was held at Meadow Park Lake in September of the 2010-2011 fiscal year, and the turnout was excellent. A lot of fun was had by all that attended. The Grand Prize winner of a weekend in Gatlinburg was Robert Mitchell. Others won great door prizes ranging from gift cards, gift baskets, and super nice prizes. The children enjoyed the bouncy houses, hayrides and boat rides on the lake. This event is looked forward to each year by our employees.

### Sandy Gruber HR Coordinator

Employed with the City for 18 years, Sandy presently lives in the Grimsley/Banner Community of Fentress County, where her husband Jim, serves as minister of three Methodist churches. They also own a home in Crossville (Foxfire) and plan to retire in Crossville. They have been living in Crossville since 1984. A native of Brunswick, GA, Sandy attended Georgia Southern College (now Georgia Southern University), and Coastal Georgia Community College. She previously worked as office manager for the University of Georgia Marine Extension station in Brunswick, GA (1977-1984). She has many years experience in Human Resources.

She and Jim are the parents of two children: Stephen M. Gale, Conservation Worker at Cumberland Mountain State Park; Stacy L. Dykes (Darian), a Kindergarten teacher at South Cumberland Elementary School; and two grandchildren - Josh (12) and Reese (10), students at South Cumberland Elementary.



## Profile of MUNICIPAL COURT JUDGE HONORABLE THOMAS L. BEAN

Judge Bean is one of two “Bean brothers,” identical twins, who have been fixtures in the Upper Cumberland judicial system for many years. He and his brother, James A. “Jim” Bean, have followed almost identical paths in their educations and careers.

Both Beans served four years in the Air Force, which included a one-year tour in Korea. Following their honorable discharges from the military, they both graduated from Belmont College in Nashville, each receiving a degree in Business Administration. Both were awarded Congressional appointments to pursue law degrees, and both received their Doctor of Jurisprudence degrees from the YMCA Night Law School in Nashville, while holding down full-time day jobs.

Judge Thomas Bean’s civic life in his native

Cumberland County has been an extremely active one in many business, political and charitable organizations. He is a past Director of the Greater Cumberland County Chamber of Commerce and was an active fundraiser for the Heart Association. He was the Founder and Chairman of the Board of Upper Cumberland Savings & Loan Association and Chairman of the Board for Crossville Loan & Thrift. He has served as President of the Cumberland County Bar Association, was an active member of the Tennessee Bar Association and as a youth served as a Page in the State Senate.

An avid golfer, Judge Bean is the co-founder and developer of Deer Creek Golf Community, where he and wife Peggy currently reside. They have two children: son Tommy Bean and wife Marsha are owners of Bean & Associates Realty in Crossville, and daughter Kathryn Bean lives in Nashville.

Judge Bean retired from the practice of law in August of 2008. He was a partner in the firm of Bean, Smith, Burnett & Patton.



Judge Thomas L. Bean succeeded his brother, Jim, as the appointed City judge in 1982 and has served in that capacity since then, a quarter-century that has seen significant change.

During his early days on the bench, Judge Bean might preside over a session that would have 25 or fewer cases, a number dwarfed by today, when cases often exceed 400 in a session. In addition to the case docket growth, technology has also been used to streamline the docket under Judge Bean’s leadership. Replacing the large docket book of older days is a new computer-based list.

Judge Bean rules over a wide variety of cases, including traffic charges, alcohol-related crimes, trespassing and many other violations. One of his primary duties is to give the oaths of office to Mayor and Councilmen as they begin new terms.

**Thomas L. Bean • Municipal Court Judge • Judge since 1982**

The City Attorney, according to the City Charter, has multiple duties, including:

- Attending the meetings of the City Council.
- Providing advice and legal counsel to the Council, City Manager and the various heads of City departments and divisions, and
- Providing advice and counsel to all legal questions affecting the City’s interest.

## Profile of CITY ATTORNEY KENNETH M. CHADWELL

The City attorney is also obligated to review and approve as to form all contracts, deeds, bonds, ordinances, resolutions and other documents to be executed in the name, or made by or with, the City of Crossville. The City attorney also files and defends lawsuits on behalf of the City.

Kenneth Chadwell graduated from Freed-Hardeman University with a B.A. in 1988, and from Harding Graduate School with an M. Div. in 1991. He received his J.D. from the University of Tennessee College of Law in 1997. He is a Member and Partner of Looney, Looney & Chadwell, PLLC, and a Member and Managing Attorney of Looney & Chadwell Title Services, LLC.

Chadwell is married to Carol Ann Chadwell, and they have two children: Seth Chadwell, a graduate of Harvard Law School, currently practicing law with the King & Spalding law firm in Atlanta; and Aven Chadwell, a Junior at Belmont University. He serves as a Director on the Board of Highland Federal Savings and Loan Association and also on the Board of the Cumberland Good Samaritans. He is involved in the general civil practice of law, with an emphasis in banking, corporate and real estate law, and serves as the general counsel for several regional financial and real estate firms.



**Kenneth M. Chadwell • City Attorney • City Attorney since 2001**

## Department of MARKETING ANNUAL REPORT

### Marketing Department had busy year as golf, soccer, fly- in top the news

It is really difficult to focus on any one event as being the most successful, but overall, it was an outstanding year for the Marketing and Public Relations department.

#### TENNESSEE SR. MEN

The City of Crossville hosted the 2nd Tennessee Sr. Men's Open with the tournament being played at Stonehenge Golf Course in Fairfield Glade. We were greeted once again with a full field of capable competitors including some of the most well-known golfers in the history of competitive golf in Tennessee. Spectators came away really impressed with the quality of play from these golfers, age 50 and over. Working with the Tennessee PGA to put this event on, the City has helped to establish one of the most popular

events in the state. Due to the quality field it has attracted in its first two years the future looks bright for this tournament, one of three state titles that carry the name of "the city of Crossville." A lot of work goes into the success of this tournament as the marketing department sends out advance promotion for the event each year.

#### TENNESSEE WOMEN'S OPEN

Stonehenge was also the site of the Golf Capital of Tennessee Women's Open, held in July of 2011. The attendance for this event continues to grow as more and more people realize the quality and skills of the players and turn out to watch the action. The spectators gathered around the 18th green on the last day is a testimonial to the growing success of this event. It was just a few short years ago that this tournament, played at Bear Trace, drew just a handful of spectators, mostly parents of the players. We have had record-breaking

attendance each of the last two years and expect its popularity to continue to climb.

#### STATE TEAM CHAMPIONSHIP

Played each year at Lake Tansi, this event, unlike the two mentioned above, is a team event, with each team consisting of four players. Unlike the other two tournaments, which draws players from all over the south and Tennessee, The State Team Championship features many regional and local players. It replaced the old Midas Muffler Tournament and honors the memory of the late Bobby Nichols. Nichols, of Monterey, was the ultra-successful golf coach at Tennessee Tech and friend to amateur golf in the Upper Cumberland.

The Kohl Cup came to our own Dr. Carl T. Duer Soccer Complex and thousands of softball players converged on the Centennial Softball Complex as the city played host to teams from all over the country. These softball games attracted players and fans who stayed in our hotels, bought gas and food and made a significant impact on the local economy while in our fair city.

In other events, a team from Crossville won the state Sr. Softball title and traveled to Houston, Texas to play in the National Senior Olympics, where they made a great showing, but failed to bring home the top prize. This team of senior softballers were all over 70 years of age and one of dozens who practice and play their local games at the Centennial Softball Complex, named the best in the nation just three years ago.

The Senior Open Chess Tournament, the Tennessee Senior Olympics, and the state Horseshoe Championships were events promoted by the Marketing Department. Other events we promoted were the Crossville Memorial Open House & Fly-In which annually draws huge crowds; the July 4th Fireworks, whose crowds continue to grow at a record pace; Kid's Fishing Derby at Meadow Park Lake; The Sustainability Fair; The Christmas Parade; and the Mayor's Christmas Open House.

The events held at the Palace Theatre are a big part of the Marketing Department's job -- as we helped to promote the history of the "Jewel of Main Street."

The Travel Channel sent their filmographer here for a day of shooting in connection with the show, "Today in America," which will feature Crossville in one of their upcoming shows about "Where to Retire." The Marketing Department was their host for the day as we served as their ambassador and director for the shoots and interviews. We spent 10 hours on the road traveling from shoot to shoot. We conducted interviews with Billy and Anita Swafford as they hiked Black Mountain then later in the day visited with a couple at The Gardens, then later interviewed Fairfield Glade golfer Ed Lewis on the putting green at Stonehenge Golf Club. The day ended at City Hall with interviews of Mayor Graham.

The busy year ended as it has for the past three years, with the City of Crossville's Christmas Trees being displayed at Gaylord Opryland Hotel's "Hall of Trees." This annual event benefits the Tennessee Fallen Fire Fighters Memorial Fund and WCTE/Upper Cumberland Public Television station.

### Billy Loggins *Marketing/P. R. Director*

Billy is in his fourth year of employment with the City, but he is well-acquainted with the operation of city government, having served six years on the City Council.

He has lived in Cumberland County all his life, and is a graduate of Cumberland County High School. He is the son of William C. Loggins, Sr. and Sarah Loggins. He worked for the Kroger Company for 27 years and also spent five years with Cumberland County Bank.

His son, Will, is a CCHS graduate and recently graduated from Tusculum College in Greeneville (TN) with a business degree. Will is employed by Callaway Golf. Daughter Lacy is a Stone Memorial graduate and is now a graduate student at Tennessee Tech University, majoring in Elementary Education.



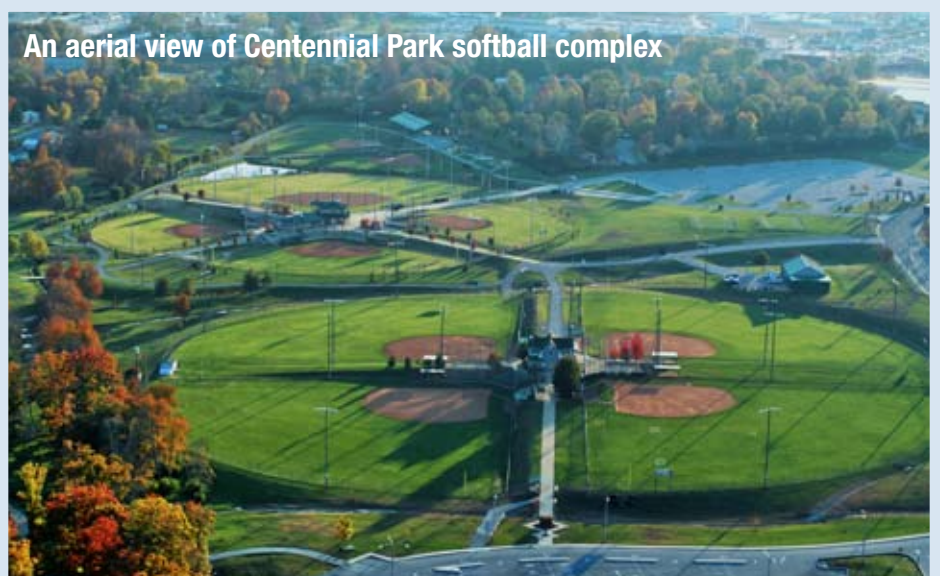


# Scenes from Crossville Events



Meadow Park Lake aerial

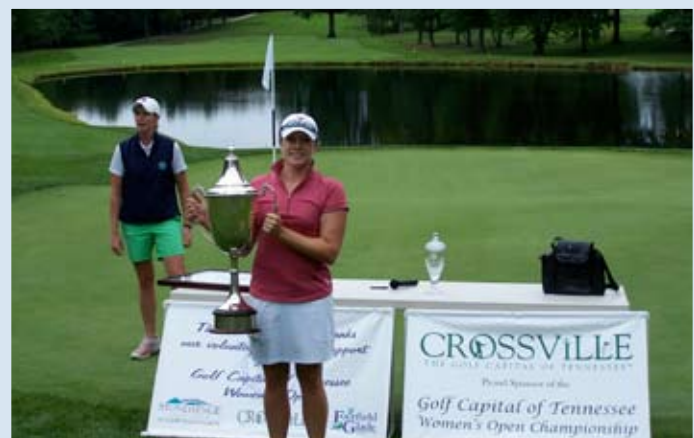
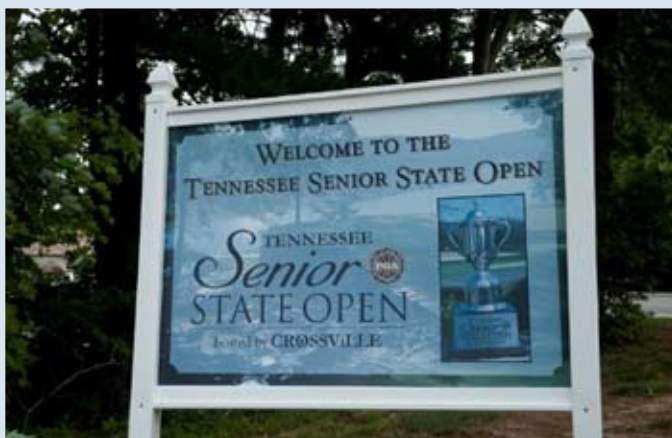
An aerial view of Centennial Park softball complex



2010 TN Women's Open champ



**BELOW LEFT:** Sr. Men's 2010 kick-off luncheon, L-R; former PGA player Bobby Greenwood; then City Mgr., Curtis Adams; Director of Parks and Recreation, Steve Hill; and City Marketing Director, Billy Loggins. **BELOW RIGHT:** Crossville Christmas Parade. **LOWER RIGHT:** 2011 TN Women's Open Champ. **LOWER LEFT:** Tennessee Senior State Open is held each June at Stonehenge Golf Course.



## The CROSSVILLE MEMORIAL AIRPORT ANNUAL REPORT

### Annual Open House & Fly-In a big success

Crossville Memorial Airport had another great year in 2010-11, both in the completion of several projects and an increase in operations.

"We completed our 16 unit T-Hanger Project," said Fixed-Base Operator Chris Bennett. "With this addition, we now have 77 aircrafts based at Whitson Field."

"The 12,000 gallon AV gas tank and self-serve card readers has been installed and are working great," Bennett added. "The new 10,000 gallon Jet-A Tank has also been

installed and the jet pump repainted."

Other improvements included the painting of hangers. The roof was also replaced on the oldest set of T-Hangers. The motor on the rotating beacon was rebuilt and wiring replaced, and a new access gate was added for the new T-hangers.

The asphalt-paving projects have all been completed this year as the runways, taxiways, ramps and parking lot all got new blacktop. New markings were also added along with new tie-downs for transit aircraft.

#### SUCCESSFUL FLY-IN

"We hosted another enjoyable Open House and Fly-In in October as large crowds turned out to see the many different



planes on display. The weather was a little crisp and windy but people still seemed to enjoy the day. Again we offered rides in Stearmans, Warbirds, helicopters and small aircraft. The static displayed aircraft on hand, included small ultra light aircraft to business jets and a very popular B-25 Bomber.

#### LOOKING TO THE FUTURE

We made several improvements to the airport last year, but there is still much to do. The Terminal Building will be getting a new roof this year. Also, the runway

and taxiway lights need to be reworked. The taxiway signs also need to be brought up to date. The Quonset Hanger, built in 1959, is in bad need of roof repairs and painting.

Additional security cameras need to be installed to cover the new hangars.



### Chris Bennett Fixed Base Operator

Chris started flying when he was 16 years old and has earned his private pilot's license instrument rating and multi-engine rating. His company, Crossville Aero LLC manages Crossville Memorial Airport on contract. Chris has lived in Crossville all his life. His wife Linda has worked at Trade-A-Plane since 1989. Their son Tyler is a senior at CCHS and daughter Ashley is in the 7th grade at Martin. Prior to taking over the airport management, Chris worked five years at Aristokraft, and was also assistant General Manager of Eagle Travel Services. He has also worked in real estate for six years.





## Department of CODES ADMINISTRATION ANNUAL REPORT

### Codes Department Has Many Different Responsibilities

The Codes Department issues building permits for new residential and commercial construction, for additions, alterations, renovations and changes in occupancy. The department also issues permits for plumbing, structure demolition, pre-manufactured and modular structures. The department performs inspections of the above for compliance with city, state and fire codes to insure that the work being performed on the structure meets the requirements of the adopted codes.

The department reviews plans and drawings for compliance with building, plumbing, fire and land use regulations. The Codes Department investigates municipal code violations regarding dilapidated structures, dirty or overgrown lots and inoperable vehicles.

In cooperation with Cumberland County Government, the City of Crossville Codes Department also performs building and plumbing inspections on all new one and two family dwellings in Cumberland County pursuant to Tennessee state laws.

#### MAJOR DEPARTMENTAL ACCOMPLISHMENTS FOR FISCAL YEAR 2010-2011

The Codes Department issued 176 building permits, 28 plumbing permits and performed over 650 inspections on projects with estimated construction value of over 27 million dollars.

#### THE CODES ADMINISTRATION DEPARTMENT HAS TWO CODES ENFORCEMENT OFFICERS.

Jeff Kerley is a twenty four year employee of the Crossville city government. He is the



Site of the new Health Department

staff administrator of the Codes Department and serves as the Building Official. He is an International Code Council (ICC) certified and Tennessee State Fire Marshall's Office (SFMO) certified Building Inspector and is an ICC and (SFMO) certified Plumbing Inspector as well as ICC, (SFMO) certified Fire Inspector.

Kyle Eldridge is a seven year employee of Crossville city government. He is an International Code Council (ICC) certified and Tennessee State Fire Marshall's Office (SFMO) certified Building Inspector and is an ICC certified and (SFMO) certified Plumbing Inspector.



Fawn Loop



New housing unit on Fawn Loop

#### Jeff Kerley Codes Administrator

Jeff is a native of Cumberland County, and is in his 24th year with the City. He and wife Sharon are the parents of twin boys, Christian and Jordan, who are seniors at Tennessee Tech University. The family resides in the Lake Tansi Community of Cumberland County.





## Department of PARKS & RECREATION ANNUAL REPORT

### Facilities continue to attract record numbers of visitors

Even in tough economic times, the Crossville Parks and Recreation Department facilities continue to attract record numbers of visitors. With Nationwide Horseshoe Pitching tournaments, Softball Tournaments with teams reaching from across the Southeast Region and numerous State League Division 1 soccer games, the majority of our facility users are from out of town. Department revenues are up almost 3% for the 2011 season. We had 58 booked tournaments and events, not including 23 State League soccer games this fall.



The Dr. Carl T. Duer Sr. Soccer Complex has been a busy place in 2011. Local CRYSA league play in spring and fall averaged over 400 players each. Spring season 2012 registration will begin in February. Play is available for ages 4 through adult. The Tennessee State Soccer Association took advantage of the complexes great fields and central location for a majority of their fall State League games. 23 games were played with teams primarily located from the Nashville, Knoxville and Chattanooga areas. Exposure from such a game led to the first booked tournament held in September 2011. The Knoxville Competitive League, FC Alliance hosted the tournament, bringing in approximately 80 competitive teams for the 2 day event. It was a great success, again providing exposure of our top notch complex.

The highlight of the 2011 season was the first Kohl's Americas Cup Soccer Tournament held at the Dr. Carl T. Duer Sr. Soccer Complex. Saturday and Sunday, June 4th and 5th, the inaugural event hosted 40 teams of local and regional players ages 6 through 18, boys and girls. The Kohl's US Youth Soccer American Cup provides recreational youth soccer players an opportunity

to experience a consistent and high quality statewide tournament in a fun, family-like atmosphere. It fosters stimulation and excitement about soccer in an effort to increase the recreational player's interest in and love for the game. There are no winners, and there are no losers. The objective is for the recreational player to feel special and have fun!

Only one award is presented at the Kohl's Americas Cup Tournament. It is the Sportsmanship award and was given to the Pink Panther's U9 girl's team coached by Kurtis Fagan. They exemplified good sportsmanship and teamwork throughout the tournament. Coach Fagan said his team played their hearts out and had a great time. They were awarded the very first "Crossville Cup".

In the photograph at right, first row: Khloee Fagan, Rylee Fagan, Anna Goff, Jordan Herring, Morgan Edmonds and Erin Christmantis. Standing: Tennessee State Soccer Kohl's Cup Representative Devin Farmer, Pink Panthers Head Coach Kurtis Fagan, CRYSA League President Angie Spitler and CRYSA Director of Coaching Gier Bergvin.

We continue to provide new recreation options. The newest league being Adult Flag Football. Playing on Sunday afternoons at Historic Garrison Ball Park, there were 9 men's teams and 4 women's teams totaling 128 players. The league exploded once word was out and there were more players than ever expected. The Flag Football season runs from September to early December.

In 2011 we were pleased to start a new association with BPA Baseball. BPA planned 2 events in 2011 and were very pleased with their success. They plan to increase youth baseball tournament play in Crossville.

Centennial Park was awarded a grant from the National Parks Service to improve drainage ways throughout the Park and install rain gardens. With Park property being a tributary to the Little Obed River, the Obed Watershed Community Association became involved and began the project.

This particular project serves as a demonstration to the public that it is beneficial and easy to stop land erosion, eliminate large amounts of mud in the streams and fix wet and unusable areas. Several thousand trees and plants have been set out throughout the Park, all of them native to Cumberland County. This particular grant money was obtained from fines imposed from the oil spill in Clear Creek.

The Parks and Recreation Department participates and coordinates many activities and events outside the Parks Department facilities. We coordinated with host golf club Stonehenge to put on the 9th annual Tennessee Women's Open Golf Tournament. This year's tournament was a record breaker in more ways than one! The youngest to hold the title, 18 year old



### Steve Hill Director of Parks & Recreation

Steve started his career as Parks and Recreation Department Director with The City of Crossville in May, 1997. His previous job was with the State of Tennessee State Park System as Park Ranger.

He was employed there for 11 years. Steve holds a Bachelor of Science Degree in Business Administration from Tennessee Technological University. He and his wife Jamie and their 2 children, Parker and Peyton live in the Homestead Community.



amateur Kendall Martindale of Jefferson City took home the winnings with record breaking final score of 206 (-10) with a single round record of 66 (-6).

For the 2nd year, the Department has participated in the First National Bank of Tennessee Community Parade of Trees. Our sports themed Christmas tree reflects a portion of our available activities. We also highlight our facilities with aerial photographs for visitors to see.

2011 was the first year the Recreation Department participated in The Mayors Sustainability Fair. Vendors set up booth type areas to educate and highlight the City of Crossville's desire to enhance and

sustain our natural surroundings. The Parks Department booth demonstrated separating and recycling plastics. Our

Parks are setting the proper example and encouraging visitors to recycle plastics by providing recycling barrels at our concessions areas.

We currently recycle paper, plastics and aluminum in the office as well. All cardboard discarded in the department is also recycled.

A fresh new facility located in the heart of downtown Crossville is the Spirit Broadband Amphitheatre. The grand opening event was held in October. The Recreation Department's Palace Theatre will oversee scheduling for the amphitheater.

The Parks and Recreation Department

continues to provide opportunities to meet the recreational needs of all the citizens of Crossville. For information regarding activities in the Parks or use of the facilities you can visit the department web page at [www.crossvilleparks.com](http://www.crossvilleparks.com) or find us on Facebook at Crossville Parks.



**Amphitheatre opening**



**Youth soccer**



**Youth soccer**



**Players in C.R.Y.S.A.**

**Scenes from Parks & Rec.**



**Youth soccer**



**Youth soccer**



**Kohl's American Cup**



# Crossville POLICE DEPARTMENT ANNUAL REPORT

## Police Dept. received Top Award in Speed Awareness

### STAFFING LEVELS

The Crossville Police Department has the following number of personnel assigned to these positions:

Chief of Police: David E. Beaty

Asst. Chief of Police: Darrell Sherrill

Major (2): Terry White, Mark Rosser

Captain (2): Patrol Captain Chuck Anderson., SRO Captain John Bilbrey, currently assigned to Martin Elementary School.

Lieutenants (4): Lt. Tony Davis, Lt. Brian Tilley, Lt. Larry Qualls and Lt. Fred Sherrill who is the department's Safety/Education and Special Programs Coordinator

Detectives (5): five detectives staff The Criminal Investigative unit of the department. Detective Lt. Rebecca Wright, Detective Lt. Gene Hall, Detective J.C. Hancock, Detective Bill Padgett and Detective Danny Harris

Sergeants (6): Sgt. Chad Withrow, Sgt. Bart Riden, Sgt. Chris Kendrick, Sgt. Jon Wirey, Admin. Sgt. Larry Hamilton and Sgt. Anthony Akins currently assigned to SMHS as an SRO

SRO Officer: Ptl. Jon Tollett, currently assigned to CCHS

Patrol Officers (21): The patrol officers are assigned to one of three shifts and respond to all calls of service generated in the City of Crossville.

Executive Administrative Assistant/City Court Clerk (1) Wendy Davis

Department Secretary-Data Entry Clerk (1) Sara Cole

Receptionist (1) Brenda Vaden

Animal Control Warden (1) Patrolman Wiley Potter

### SPONSORED PROGRAMS

The following list is a brief description of

the programs currently being sponsored and conducted by the Crossville Police Department. These programs are all designed and geared toward public safety and education of the citizens of Crossville.

### TRAINING, EDUCATIONAL ADVANCEMENTS & COMMUNITY PROGRAMS

The department has Officer Jon Tollett, who is certified in Crisis Intervention Training and has obtained his Instructor Development Certification which allows him to be able to instruct the entire department of procedures and policies dealing with Crisis Intervention.

### FAIR BOOTH

The department has an information booth set up at the fair each year showcasing our departments programs and providing informational material free of charge to any who come through the booth.

The department also has on hand the Seat Belt Convincer and gives demonstrations to those individuals who want to experience just what a crash at 5 mph can feel like.



### THE "SEATBELT CONVINCER"

In an effort to educate and promote child

### The "Seatbelt Convincer"



and passenger restraint use, the Crossville Police Department partnered with Cumberland Medical Center and Cumberland County Farm Bureau and purchased the "Seatbelt Convincer" to be used in demonstrations for schools, daycares, civic groups, community functions and other events to educate the public in the use of restraint devices and let them experience

### David E. Beaty Chief of Police

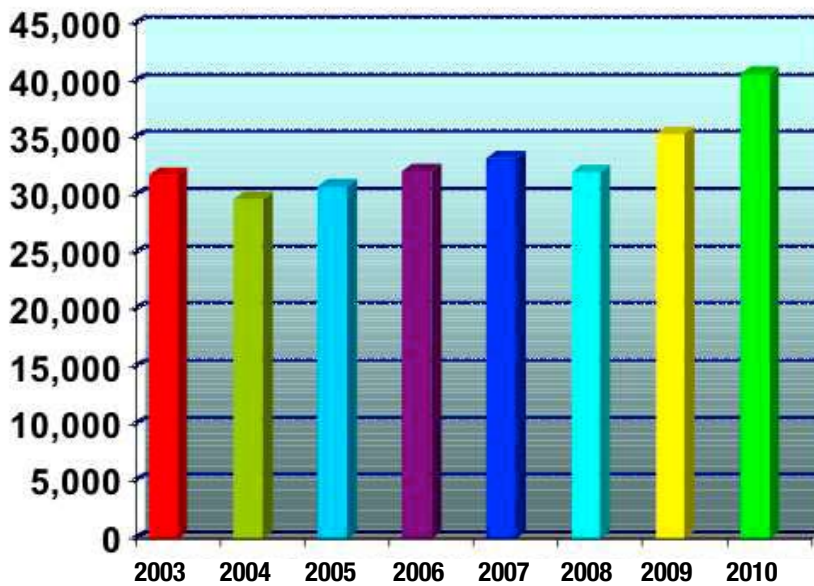
A Cumberland County native, David is a graduate of Cumberland County High School. He and his family have lived in the Homesteads Community since 1991. He is married to Debbie Beaty, who is the Asst. Principal of Crab Orchard Elementary. The Beatys have four children: Justin 25, Jacob 22, and twins Jenna and Jacie 13. David and his wife recently welcomed new daughter-in-law Melanie (wife of Justin) to their family. They were married in the summer of 2011.

Chief Beaty graduated from the Tennessee Law Enforcement Training Academy in 1985, and has a certificate in Law Enforcement Management from Roane State Community College.



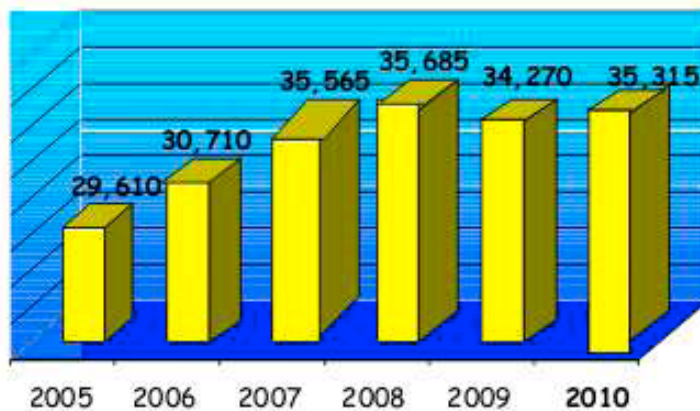


### 8 YEAR CALLS FOR SERVICE COMPARISON GRAPH



The above chart shows the number of calls responded to by the Crossville Police Department over an 8 year time span.

### DAILY TRAFFIC COUNTS CITY OF CROSSVILLE



The above graph shows the increase in traffic occurring in the City of Crossville on a daily basis.

first hand the amount of impact sustained during a slow speed auto crash. This will be a great tool in the department's efforts to continue our goal of educating the public in the importance of the use of restraint devices.

#### GOVERNORS HIGHWAY SAFETY

Lt. Fred Sherrill is the Governors Highway Safety Liaison Officer for our department and attends the regional planning meet-

ings and conferences required for the participation in the Governors Highway Safety Office Programs.

Lt. Sherrill was awarded the Coordinator of the Year Award by the Governors Highway Safety Office in September, during the annual Gov-

ernors Highway Safety Office Challenge Ceremony.

The Crossville Police Department and the Governors Highway Safety Office once again partnered in 2011 to save lives in the City of Crossville. The GHSO provided \$49,575.00 of grant funds this year to be used for officer overtime and also the purchase of specific equipment involved in the fight against the impaired driver. Laptop computers, cones, traffic vests, flashlights, personal breath testers are just a few of the items that have been purchased with these funds. The partnership with the GHSO has been a special one for several reasons: the partnership allows for top notch training to be provided to our officers at no cost to any agency. The Crossville Police Department continues to receive funds from the GHSO with a total amount received to date in excess of \$200,000.00

#### TOP AWARDS

The Crossville Police Department received the Top Award in Speed Awareness for the second year in a row for 2010. The department was given this honor after being chosen as the number one agency in the state for this category. The department competed against every agency who made a submission to the Governors Highway Safety Office, from the small agencies to the Tennessee Highway Patrol. The department has submitted a collection of statistical information and highlights of programs provided by the department to the State for judging since 2005 and the department has continued to receive awards for our various programs and traffic safety efforts. These awards were presented to the department in September of 2011 at the annual Lifesavers Conference and Governors Highway Safety Award ceremony held in Nashville.

The department received the award for 3rd Place Law Enforcement Agency overall in the 2010 Law Enforcement Challenge. This plaque was presented also at the awards ceremony in September of this year.

#### Governor's Highway Safety Office Law Enforcement Challenge

The Governor's Highway Safety Office (GHSO) is Tennessee's advocate for highway safety. Working with law enforcement, judicial personnel and community advocates the GHSO coordinates activities and initiatives relating to the human behavioral aspects of highway safety.

The mission is to develop, execute and evaluate programs to reduce the number of fatalities, injuries and related economic losses resulting from traffic crashes on Tennessee's roadways.

The Law Enforcement Challenge is designed to provide a competitive aspect among departments to decrease traffic fatalities and injuries.

## CONTINUED FROM PAGE 21



National Law Enforcement Winner

## MUNICIPAL CITY COURT

The Crossville Police Department has a Municipal Court that oversees the administration of all citations issued to violators within the City limits of Crossville. Municipal Court is held twice a month for most months during the year. The court is held on Tuesdays in the Courtroom located in City Hall. Honorable Thomas Bean is the presiding Judge over the Municipal Court of Crossville.

Municipal Court for Crossville averages hearing almost 3000 cases per year. The cases heard in City Court range from traffic infractions, animal control issues, codes enforcement, fire code violations, to administrative warrants issued for business tax violations.

The City Court Clerk/Executive Administrative Assistant for City Court is Wendy Davis.

Wendy has been with the police department since August of 1997. Wendy started as the police department secretary and



Wendy Davis

was promoted to City Court Clerk/Executive Administrative Assistant to the Chief of Police in 2000 and has continued in that position since that time.

Wendy was appointed as the Terminal Agency Coordinator in 2003 for the National Crime Information Center terminal located within the police department. She also serves as the Reporting Agency Coordinator for the submission of statistical crime reports to the Tennessee Bureau of Investigation. In her position she serves as the Executive Administrative Assistant to the Chief of Police and is the Administrator of the Municipal Court as the Court Clerk for the Honorable City Judge Thomas Bean.

## SUPPORT STAFF PERSONNEL

The Police Department Secretary/Data Entry Clerk is Sara Cole. Sara has been with the department since May 2009 and enters all of the arrest, offense and incident reports that are generated by officers in the department. Sara's position requires her certification by the Tennessee Bureau of Investigation in Reporting submission which she acquired shortly after her hire date. Sara's position requires the submission of information to the Tennessee Bureau of Investigation by a deadline each and every month. The department's

## IV. Public Information and

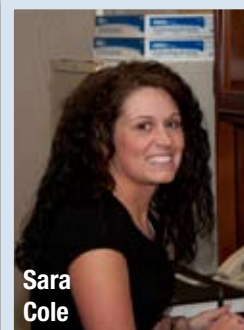
Education

Crossville Police Department  
Public Education And Information

- ✓ Safe Driving School
- ✓ Safety Days Presentations
- ✓ Child Restraint Checks
- ✓ Community Fair Information Booth
- ✓ Vince and Larry Crash Dummy Program
- ✓ Bicycle Rodeo
- ✓ Teen Court
- ✓ Buckle Up Sucker Program
- ✓ Saturation Patrols
- ✓ Enforcement Checkpoints
- ✓ Mock DUI Program for students
- ✓ Cops in Shops Program
- ✓ The Wheel of Choices Safety Program
- ✓ Get It Together Challenge
- ✓ Alcohol Awareness - Wet Lab Media Day
- ✓ S.T.A.R.T.
- ✓ Street Beat

officers generated 3717 reports in 2010. This amount increases every year with the increase in population and incidents.

The Police Department's Receptionist/Sex Offender Coordinator is Brenda Lewis Vaden. Brenda has been with the department since June of 1993 and has served as parking enforcement and school crossing guard. She is currently



Sara Cole



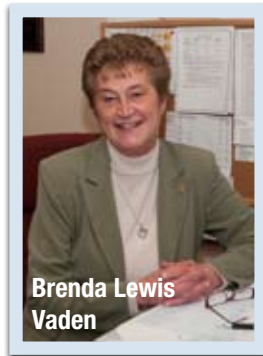
Chief David E. Beaty and GHSO Assistant Director Richard Holt



Lt. Fred Sherrill was on hand to accept the National Law Enforcement award in 2010.



the receptionist for the department and the sex offender coordinator. In her duties as the sex offender coordinator Brenda is responsible for making sure that those offenders who are residents inside the city limits of Crossville are registering and abiding by the laws and regulations mandated by the State for those convicted of sexual related crimes. Brenda meets with each offender during their required registration time and handles the paperwork submission



**Brenda Lewis Vaden**

#### **STATE CERTIFIED DRIVER EDUCATION COURSE**

In October of 2010 the State of Tennessee issued new requirements to any agency that has a Safe Driving School. These new requirements ultimately meant that all schools offered to traffic infraction holders must be State certified schools. The department has met with that requirement and is now offering a 4 hour state certified driver education course. The department currently has 4 certified instructors with plans to add additional instructors. The department added two additional certified instructor officers in 2011; these officers are Ptl. Jason Wilson and Ptl. Mitchell Phipps. This course is a comprehensive and detail oriented program to provide a driver with the tools and

knowledge needed to improve and increase their awareness of traffic safety and state requirements. Each attendee of this course is given a certificate upon completion of the four hours of instruction. The implementation of this new course allows our instructors to teach our city citation recipients and any other citation recipients required to attend a driver education course by the court.

#### **SCHOOL RESOURCE OFFICER DIVISION**

New for 2010-2011 is the forming of the School Resource Division. As of December 2010 Chief Beat promoted Lt. John Bilbrey to Captain and placed him over the School Resource Officers. Capt. Bilbrey

will oversee the day to day activities of the School Resource Officers and will serve as the School Resource Officer for Martin Elementary School. Chief Beaty feels very strongly about having School Resource Officers in every school so that the student and faculty have a safe learning environment. Sgt. Anthony Akins serves as a School Resource Officer at Stone Memorial High School and Ptl. Jon Tollett serves as the School Resource Officer for Cumberland County High School.

In June of 2010 Sgt. Akins received the honor of being named the School Resource Officer of the year by the Tennessee School Resource Officers Association at the annual conference in Nashville.

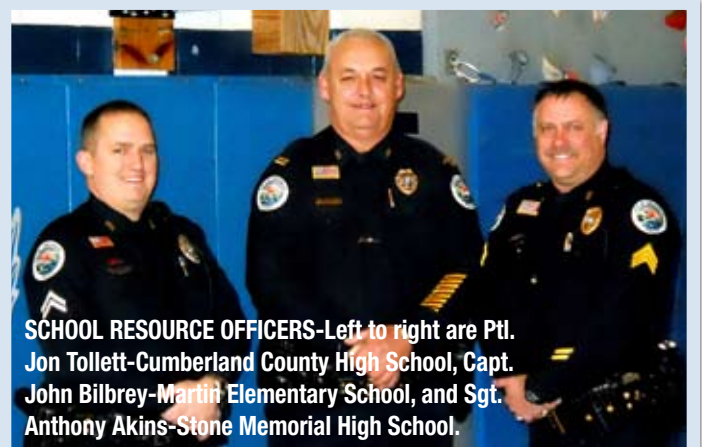
## **City of Crossville Police Department**

**Chief David E. Beaty**

- 44 Sworn Law Enforcement Officers
- 3 Support Personnel
- 1 Animal Control Officer
- 30 square miles of area
- 170 miles of City/State/Federal Highways within the City
- Responded to 40,590 Calls in 2010
- Serves a permanent population of over 10,000 Citizens
- Transient population can exceed 40,000



**DRIVER'S EDUCATION:** Front - Ptl. Henshaw  
Back - Ptl. Withrow, Ptl. Phillips, Capt. Anderson



**SCHOOL RESOURCE OFFICERS-**Left to right are Ptl. Jon Tollett-Cumberland County High School, Capt. John Bilbrey-Martin Elementary School, and Sgt. Anthony Akins-Stone Memorial High School.



## The CATOOSA UTILITY DEPARTMENT ANNUAL REPORT

### Mayland Water Tank Project Completed

The Catoosa Utility Department has nine employees and operates out of the City office at 5581 Plateau Road. The Catoosa Department has a three member Advisory Committee consisting of Chairman Russell Smith, and members Robert Bottoms and John Crowder.

Approximately 394 miles of waterline is maintained, which extends from I-40 out Highway 127 North to Fentress County; north of Obed River out Highway 70 North to the Putnam County line; out Highway 62 and Dripping Springs Road into Putnam County; and north of I-40 out Genesis Road. Five pump stations and five water tanks are maintained in these areas. The tanks hold 1.2 million gallons of water in storage. The quality of water is maintained by regular flushing.

We serve 4,300 customers and are responsible for the billing, collections, complaints, disconnects, reconnects, new water taps and any day to day services for these customers.

#### 2010-2011 PROJECTS COMPLETED

##### MAYLAND WATER TANK

Mayland water tank was painted and a

new logo printed on the tank by Preferred Sandblasting at a cost of \$129,200.

#### CUMBERLAND COVE

The Cumberland Cove project was completed by W & O Construction at a bid price of \$3,245,175. This added 58 miles of waterlines to the Catoosa Dept. area and they rebuilt the Mayland pump station.

#### 2011-2012 PROJECTS

##### THE CUMBERLAND COVE PHASE III PROJECT

This project consist of Pioneer Dr., Thompson Rd., Long Rd., Nicholes Rd. and a 12" waterline at 127 North pump station. \$130,000

##### BIDIRECTIONAL PUMP STATION

We plan to build a new bidirectional pump station on Plateau Road for a cost of \$237,000. This pump will serve 127 North and 70 North customers.

##### HIGHWAY 70 NORTH WATERLINE REPLACEMENT

Bid the ten miles of 10" waterline and Highway 70 North pump station upgrade. Waterlines will run from Crossville on Highway 70 North to Plateau Road. Funding for this project will come from a Recovery Act infrastructure loan of \$1,700,000 and a grant of \$800,000.

##### PAINTING PLATEAU ROAD WATER TANK

We plan to take bids to paint Plateau Road Water Tank at a cost of \$120,000.

##### HIGHWAY 127-NORTH LINE RELOCATION

Attend meetings with TDOT on preliminary engineering for water line relocation on Highway 127 North.

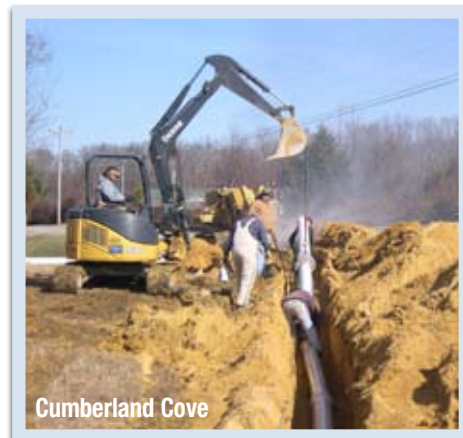
##### MAINTENANCE

1. Installed new water taps – 110
2. Leaks repaired (main line) – 22 (service line) – 76
3. Replaced meters – 409

4. Read water meters each month – 4,295
5. Meters locked (non-payment) – 318
6. Meters unlocked after payment – 264
7. Inspected backflow devices – 50
8. Blow off lines (customer complaints) – 36
9. TN One Call – line locates – 696
10. Mowed grass at office, pump stations and tanks

#### SPECIAL PROJECTS

1. Built storm shelter
2. Assisted with fire at Royal Oak
3. Filling & flushing waterlines at Cumberland Cove



Cumberland Cove

### Jerry Garrison Catoosa Utility Director

Jerry has over three decades of service with the City and Catoosa Utility, dating back to 1978. He has a strong construction background as a Licensed General Contractor in water, sewer and electrical work before starting with the City. He is a native of Cumberland County, and lives with wife Thresea in the Mayland Community on Plateau Road.

The couple has two children: Tonia J. Caruthers and Jamie J. French, and two grandchildren.



# Crossville WASTEWATER SERVICES ANNUAL REPORT

## Upgrades Continue for Wastewater Treatment Facilities

Crossville wastewater department completed two major improvement projects in 2011. The wastewater treatment facility upgrade included increasing the pumping capacity to 15 MGD and adding technology to reduce energy and water usage as well as improve quality of treatment. The project will reduce annual energy consumption by 225,000 kw hours. The water re-use system will conserve over 2.8 million gallons of water annually. A sewer collection system improvement project was completed in the Dooley Street area which will reduce inflow and infiltration and eliminate sewer line surcharges in this area. The wastewater facilities upgrade was funded by approximately 60% State and Federal grants.

The wastewater facilities include a 3.5 MGD wastewater treatment facility, 22 main pump stations, and 750,000 linear feet of gravity and low pressure sewer lines. The wastewater department serves 4,500 customers over a 21.5 square mile area. Crossville wastewater facilities treat an average daily flow of 2.4 million gallons. Veolia Water has partnered with the City of Crossville as the contract operator since 1992. Veolia Water serves over 550 communities in North America and has over 30,000 employees.

The wastewater treatment system returns almost one billion gallons of highly treated water to the Obed River watershed annually. The Obed River is one of less than 30 designated Wild and Scenic Rivers in the U.S. and habitat to many rare and endangered species. The Obed River

is much unchanged as it was centuries ago and offers a variety of outdoor recreation opportunities including paddling, fishing, hiking and rock-climbing.

Crossville wastewater department has a staff of nine taking care of the wastewater treatment facility, pump stations and gravity sewer system. In the past year over 28,000 LF of sewer line was high pressure cleaned, 3,100 ft of sewer line was television inspected, 36 manholes were repaired, 50 LF of sewer lines were point-source replaced, 5,673 LF of sewer line was replaced with larger pipe, and 23 manholes were replaced.

Crossville wastewater also works with many area industries through our Pretreatment Program. This program reduces pass-through pollutants, protects treatment capacity, reduces waste and water consumption and reduces cost. Crossville industries do an outstanding job in working with the wastewater department and have won several environmental awards for their efforts.

The wastewater department also works with many area organizations and schools in helping protect our natural resources, facility tours, and educational programs. An on-going partnership with the Obed Watershed Community Association has helped OWCA distribute over 1,000 rain barrels to conserve water and prevent pollution run-off to area streams and rivers.

The wastewater department is very proud to have such an important role in our community in protecting the environment and quality of life. Our efforts will continue to improve and preserve the water quality of our streams and rivers.

Crossville wastewater operations have been recognized on a State and National level over the years for the success of our compliance with State and Federal Regulations and our safety achievements. In 2011 Crossville wastewater was recognized by the Water Environ-

ment Association for the seventh year with the "Operational Excellence Award". Crossville wastewater was also recognized with an award from the National Safety Council for 16 years without loss-time or



injury. Veolia Water was also recipient of the Mayor's Green Partner recognition and Obed Watershed Community Association's corporate sponsor of the year in 2011.

Our goal is to continue to provide the highest quality of service to our customers, maintain and minimize operation cost, continue to protect and preserve the water quality in out streams and rivers, and work with all departments and organizations as our community continues to grow.

### Clark Annis Project Manager

484-6257

clark.annis@veoliawaterna.com

Clark has been with the City for almost 20 years. He has a B.S. degree in Industrial Technology from Tennessee Tech University. He and wife Teresa, employed at Crossville Tire and Appliance, have one son - Jonathan - a graduate student at North Arizona University



## Crossville FIRE DEPARTMENT ANNUAL REPORT

### A year of continued growth for the Crossville Fire Dept.

**MIKE TURNER, FIRE CHIEF**

**CHRIS SOUTH, DEPUTY CHIEF**

The FY 2010-2011 was a year of continued growth for the Crossville Fire Department. Fire protection is at an all-time best with the department continuing to enhance the multifaceted services to the citizens of Crossville. It has been an exciting year of change for our organization.

Staffing levels for the department remained unchanged for the Fiscal Year 2010-2011. The Department now has 27 paid personnel and 15 volunteer personnel. The department has 24 personnel in full-time fire suppression, 2 in administration, and 1 secretary. The department currently has three rescue pumpers, one reserve pumper, one aerial ladder, one brush unit, two chief vehicles, and three support units. The Department has a support 6 x 10 utility trailer that houses a mobile air cascade system, which will give firefighters unlimited air supply during large-scale emergencies. The department also has a 24 foot Hazardous Materials Response Trailer and a 6 x 10 Rescue trailer.

Volunteer Firefighter Jeremy Mangas was selected to assume a full-time position with the department. Mangas was the 2010 Volunteer Firefighter of the Year for the Crossville Fire Department and is a fine addition to the career staff. As well, Volunteer Firefighter Donald Earhart was promoted to full-time to fill a vacancy. Earhart is an eleven year veteran of the fire service and brings a seasoned perspective to our staff. Darren Shaver, Robert Presley, Kevin Honneycutt, and Kenneth Keyes were added to the Volunteer ranks with the department.

Firefighters have been busy this year enhancing certifications and attending training courses. Firefighter Casey Worsham attended the Paramedic Program at Roane State Community College and gained his

Tennessee State certification as a Paramedic. We are so very proud of his accomplishment that enhances the skill level of emergency medical care for the department. Firefighters Chris Hall, Jeremy Mangas, Todd Kemmer, David Smith, and Donald Earhart completed the Emergency Medical Technician course at Roane State and received their certifications as EMT-IV Technicians. This brings the department to an all-time high of having 73% of our career staff trained to the EMT-IV level of higher. Firefighters Hall, Mangas, and Earhart have completed the requirements for state certification as Hazardous Materials Technicians and are awaiting paperwork for completion. Firefighters Terry Potter, Jacob DeRossett, and Thomas Smith received their Tennessee Emergency Management Certification as Hazardous Materials Technicians. Deputy Fire Chief Chris South was accepted to the prestigious National Fire Academy's Executive Fire Officer Program and began the first of the four year program. The EFO program is a graduate level four year program in fire service management that requires extensive course work and research projects.

Fire prevention continued to be a major emphasis in the goals and objectives of the department in FY 2009-2010. Firefighters performed 155 public education events to enhance fire safety in the community and in industry. The fire prevention officers performed 175 fire and life safety inspections to ensure fire code compliance in our area. Firefighters and Fire Inspectors visited the local businesses of the community to perform pre-incident fire plans of the buildings. This program is an aggressive attempt to provide the business owners of the community the best possible response by our organization in the event of an emergency. The firefighters schedule a visit to the business and then perform several routine tasks. A building diagram is completed to allow the firefighters to know the location of exits, utilities, and special hazards that might exist. Firefighters have access to this information on laptop computers newly installed in the fire apparatus. We are very excited about this program and the potential savings to both firefighter life safety and the business owners. The program requires an annual visit to each building which will generally

be accomplished during the spring and summer. We appreciate the cooperation of the local businesses.

The department is pleased to announce the beginning phase of construction for Fire Station #3 is well underway. Architects have met with administration and developed a plan for the station layout. The location will be Highway 70 West across from Holiday Drive and will serve the west district of Crossville. Ground breaking for construction will hopefully occur in early 2012.

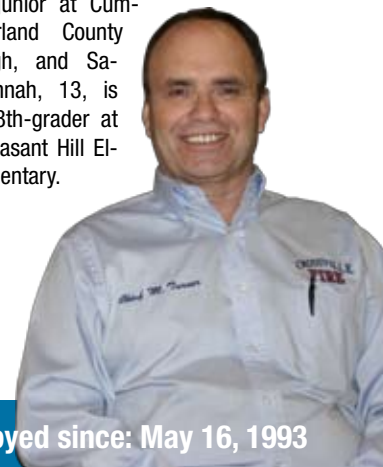
Firefighters are always looking for a program to benefit the children and young people of our community. Crossville Fire Department continued partnering with the Boy Scouts of America to host a Fire Department Explorer Program. The program seeks out high school

### Mike Turner Fire Chief

Mike, a City employee since 1993, has 36 years experience as a firefighter or fire officer, and is a longtime Crossville resident. He was born in nearby Smithville, but has spent the past 47 years here, graduating from Cumberland County High in 1973. He attended Roane State Community College, majoring in Fire Science and Management, and also attended the Tennessee State Fire Academy and the National Fire Academy.

Mike has several certifications in emergency service, and served 15 years as Assistant Chief with the Cumberland County Fire Dept. He also worked four years as a fire officer at the Y-12 plant in Oak Ridge, teaching fire safety.

He and his family live in Kings Gate, located off Sparta Highway. Wife Anita teaches third grade at Pleasant Hill Elementary. Daughter Kynetha, 32, is a Neonatal Nurse in Los Angeles California. Daughter Lacey, 17, is a junior at Cumberland County High, and Savannah, 13, is a 8th-grader at Pleasant Hill Elementary.



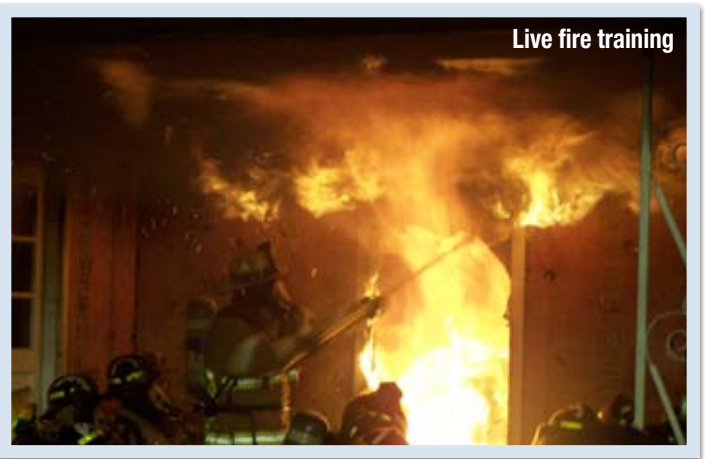


age young people ages 14-17 to participate in learning firefighting and how to better serve the community. Our program currently has ten students total combined from both CCHS and SMHS. These students are gaining valuable training and potentially will serve our community as future volunteer or career firefighters. We are pleased to announce our first promotion from Explorer to Volunteer firefighter occurred this year. Terry Potter, Jr. served in the Explorer program for one year and at age 18 transferred to an active Volunteer Firefighter with the Department. Potter is considering a career in firefighting upon graduation from CCHS. We are thrilled that the program is working well and we look forward to what it will do for our young people of our community.

The Crossville Fire Department, under the Direction of Chief Turner, strives to give back to the community in which it serves. The department is fortunate to be in a situation to help those in need. The department works closely with the Crossville Chapter of the American Red Cross to assist citizens who have been displaced by fire or disasters. In addition, firefighters and their families participate in a "friendly competition" between the Crossville and Cumberland County Fire department in the Salvation Army's ring-

ing the bell "Kettle campaign". We appreciate the organizations who allow us to assist in helping those in need. As well, Firefighters Casey Worsham, Jeremy Mangas, Kevin Edwards, and Chris Hall represented Crossville in the "911 Memorial Stair Climb" held in Nashville on September 11 to commemorate the fallen firefighters that perished on 9-11-2001.

The Crossville Fire Department strives to provide the highest level of service to the citizens of Crossville. We will continue to evaluate and improve on needed services to provide for the safety and security of the citizens of Crossville.



Live fire training



Station #2



Hazardous materials training



Fire Training



9-11 Memorial Stair Climb

Firefighters Earhart, Hall, Worsham, Mangas and Edwards represented Crossville

## Department of ENGINEERING ANNUAL REPORT

### Engineering Dept. Serves Many Different Functions

The responsibilities of the Engineering Department include, but are not limited to, updating and maintaining the City's GIS database; developing and maintaining underground sewer and water utility records; providing coordination, inspection services and construction administration for City utility and roadway projects; limited field surveying and construction layout; design and construction coordination with private engineers, developers and other government agencies; and provide technical support for the Crossville Regional Planning Commission. The Engineering Department also assists the general public with utility, storm drainage and roadway concerns. The Engineering Department has worked closely with the Habitat Conservation Plan's core team in the development of many key features for the overall HCP including, habitat conservation measures, funding, implementation, and enforcement procedures.

#### MAJOR PLANNING AND GIS HIGHLIGHTS

- Completed reviews of 19 plats and applications which included 1 preliminary plat, 12 final plats, 3 other plat types, and 3 applications for variance requests. Through development, 124 preliminary lots were planned, 25 final lots, with a net gain of 5 new buildable lots and approximately 74 acres were subdivided. Also, with the creation of new subdivisions approximately 2175 feet of sewer line was installed.
- Tracked and documented infrastructure improvements and new installs for, approximately 264,664 feet of water line, 17,397 feet of sewer line, and 720 feet of new roads.
- Planned and assisted in the annexation of approximately 45.67 acres of

land into the City of Crossville.

- Worked closely with other City staff in Industrial / Commercial recruitment.
- Developed several site plans for potential Industrial recruitment.
- Maintained standard base files in the City's GIS database.
- Helped the Crossville Police Department develop a Crime Mapping database to look for trends and other key features related to the prevention of crime within the City.
- Provided assistance in the creation of a new City website.
- Worked in cooperation with other governmental and private entities in maintaining a database to benefit, the City, E-911, utility companies, developers, and citizens of Cumberland County.

#### STORMWATER HIGHLIGHTS

- Ensure the City of Crossville's compliance with regulations set forth by the Tennessee Department of Environment and Conservation. These regulations help to maintain and protect the water resources inside the corporate boundary of the City of Crossville.
- Erosion Control Overview and Inspection of Meadow Park Lake Dam repairs.
- Installation of three Davis Weather Stations to provide accurate rainfall data for stormwater management activities. These locations are Stone Memorial High School, Meadow Park Lake and Cumberland Mountain State Park. These stations improve education and outreach activities required by TDEC.
- Weekly Inspection of construction sites that have been granted Land Disturbance Permits from the Engineering Department.
- Twice Weekly inspection of erosion and sediment control measures installed along the Raw Water Transmission line from Lake Tansi to Meadow

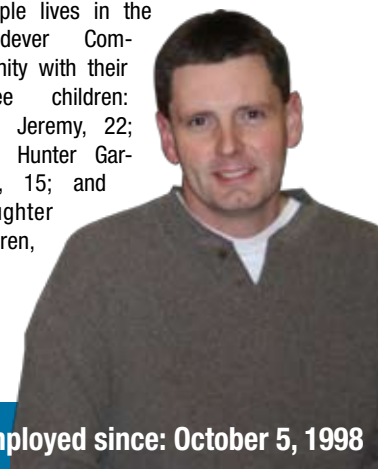
Park Lake. Supervised corrective actions to restore damages to the natural features along the Right-of-way. Assisted contractors with selection and installation of Best Management Practices to maintain compliance with Tennessee Department of Environment and Conservation as well as Environmental Protection Agency Regulations.

- Twice Weekly inspection of erosion and sediment control measures installed for both the ASOS relocation and the T-Hangar Construction projects.
- Assisted City of Crossville crews with proper installation and maintenance of Best Management Practices to protect the Stormwater System belonging to the City.
- Completed grant from Tennessee Department of Environment and Conservation to institute a GIS based reporting system for activities of the Municipal Separate Storm Sewer System. This is a cutting edge grant that has potential benefits for all

#### Tim Begley Director of Engineering

A native of Kingsport (TN), Tim graduated from Tennessee Tech University with a B.S. degree in Civil Engineering in 1994 and worked as a Project Engineer before joining the City in October of 1998. During his time with Tuck Engineering, his duties included oversight and coordination of mapping and survey projects for both the Virginia and Tennessee Departments of Transportation.

Tim's wife, Tammy is a Branch Manager at Cumberland County Bank, Cumberland Square location. The couple lives in the Vandever Community with their three children: son Jeremy, 22; son Hunter Garrett, 15; and daughter Lauren, 6.





other upcoming MS4 programs. The City of Crossville Stormwater Program was very active in presenting the final product of the grant. Presentations were given to TDEC, Upper Cumberland Development District, the Crossville Stormwater Board and the Tennessee Stormwater Association. Final Products were distributed to any interested party.

- Implemented a Watershed Monitoring Plan that will include water quality measurements. These measurements will be Benthic Sampling and various water chemistry samples such as, pH, Dissolved Oxygen, Electrical Conductivity and turbidity. This will be instrumental in showing water quality improvements generated by the Stormwater Program.
- Assisted Stone Memorial High School in obtaining the 2011 Governor's Environmental Stewardship Award for Excellence in Green Schools K-12.

#### MAJOR SURVEY HIGHLIGHTS

- Continued in the location of newly installed utilities in subdivisions, state road relocations, upgrades for existing utility mains and all new infrastructures on City property.
- Updated utility database as new utilities were added to the existing system.

#### MAJOR ENGINEERING HIGHLIGHTS

##### CONSTRUCTION PROJECTS COMPLETED:

- Airport Avgas Tank Replacement
- Bob Tollett Loop Water Line Upgrade
- Charleston Plantation Expansion

- Cumberland Cove Water System
- Davison Subdivision Sewer Extension
- Phase II East View Subdivision
- HVAC and Lighting Energy Grant Project
- Holiday Dam Automatic Valve Actuators
- Holiday Drive Water Extension
- Homestead Baptist Water Line Upgrade
- Airport Jet Fuel Tank Replacement
- Airport T-Hangar Roof Repair
- Chestnut Hill Landfill Cap Repair
- Industrial Drive and Old Jamestown Road Intersection Drainage Improvement

##### CONSTRUCTION PROJECTS UNDER CONSTRUCTION OR CONSTRUCTION PENDING:

- Lake Tansi Raw Water Harvesting
- Lantana Road Utility Relocation
- Hwy 70 North Water Line Upgrade
- Hwy 127 South Utility Relocation
- Northwest Connector Phase 1 (Hwy 70 West to Hwy 70 North)

- Airport T-Hangar expansion
- Airport Pavement Rehabilitation
- Meadow Park Dam Repairs
- Fire Station 3 Water and Sewer Extension

##### CONSTRUCTION PROJECTS IN THE DESIGN PHASE, CONSTRUCTION PENDING:

- Crossville Streetscape Improvement
- Northwest Connector Phase 3
- North Side Drive Sewer
- Fire Station 3
- New City Hall Building Upgrade
- New Industry Site Location



Example of proper erosion control



2010 T-Hangar Expansion



Weather Station presented to Stone Memorial High School. (L-R) Annell Fields Principal Scott Maddux Eric Brady Clint Ulmer Heath Blaylock



## Crossville MEADOW PARK LAKE ANNUAL REPORT

# Recreation, Water Shed Protection Among Goals

### OBJECTIVE

Protect the water shed impoundment while providing a safe, clean and natural recreational area for the citizens and visitors of Crossville.

### SERVICES

Fishing Docks, Boat Launch, Canoes, Pontoon Boat, Jon Boat/Motor Rentals, 32 Covered Slips For Private Boat Storage, Picnic Area, Picnic Shelters, RV & Tent Camping, Camp Cabin Rentals, Bait Shop/Concession, Wildlife License, Boat Registration, Hunting, And Checking Station Services.

The parks 269+ acre lake and services are accessible to the public for a small daily use fee. Lake and ramp season permits are available beginning in March of each year. Season hunting permits go on sale August 1st through each year.

### STAFF

Keegan Baundendistal, Operations Assis-

tant (Seasonal Part Time)

Brad Davis, Operations Assistant (Seasonal Part Time)

Diana English, Operations Assistant (Seasonal Part Time)

Marlene Potter, Park Superintendent

The Meadow Park Lake recreational facility and staff are under the direct supervision of the Crossville City Lake Commission and City Manager. The lake department has one full time employee to manage, organize, supervise, and carry out routine park operations. During the busy season, part time employees are utilized.

### FUTURE PROJECTS

- Continue to improve the existing aquatic, wildlife and land management plan.
- Develop a master plan for additional park services and activities, as well improvements for existing services.

### 2011 EVENTS AND ACTIVITIES

- "Kid's Fishing Derby," an annual event held on Tennessee's Free Fishing Day in June. This event is free for youth 5 through 15 years of age. This event is hosted by City of Crossville, Tennessee Wildlife Resources,

and

- Friday Night Bass Tournaments

### 2011-12 PROJECTS

- City Maintenance and Street Department crews repaired and added 20+ feet of concrete boat ramp.
- Prepared site for a floating launch dock and access bridge.
- Move existing boat slips and fishing pier out forty feet and install 40 foot access bridges to both.
- Continue posting informational signage
- Construct and place artificial habitat structure around the lake.
- Applied winter wheat along shorelines and upper meadow areas.

### LAKE COMMISSION BOARD

Charles Loveday, Chairman  
Earl Dean, Co-Chairman  
Doug Brady, Secretary  
James Perry  
Joe Reynolds  
Clark West



## Marlene Potter Manager, Meadow Park Lake

Marlene is a Cumberland County native, who graduated from Cumberland County High School and attended Tennessee Tech. She is married to Morris Vernon Potter, who is employed at Aviagen. The Potters reside on City Lake Road and recently celebrated their 35th wedding anniversary. They have two children: Lance Potter, 31, and wife Marti of Crossville, and Nicholas Potter, 27, of Murfreesboro. They have one granddaughter named Haley who is 4 years old and is "The Boss."

When not working, Marlene loves to spend time with her family (especially her granddaughter), read, take long walks with her dog Jett, go fishing and work in the garden.





## Scenes from Meadow Park Lake



## Scenes from the annual "Kid's Fishing Day" at Meadow Park Lake





## Crossville MAINTENANCE DIVISION ANNUAL REPORT

# Maintenance Department Has Many Responsibilities

The Maintenance Department consists of 13 employees and is supervised by Steve Powell, a 15 year employee with the City of Crossville. The Maintenance Department has completed the following tasks for the 2011 year:

Maintenance on City owned buildings and recreational facilities, including litter pickup, grounds grooming, tree pruning, tree removal, mulching, mowing, snow/ice removal and cleaning the shelters and restrooms. The buildings and/or grounds that the Maintenance Department is responsible for are: Crossville City Hall, proposed City Hall (located on Main Street), Public Safety, Public Works, Centennial Park, Garrison Park, Meadow Park, Crossville Airport, Palace Theatre, Spirit Broadband Amphitheater, three (3) Welcome To Crossville Signs, Chestnut Hill Landfill, two (2) Fire Stations, proposed Fire Station 3 site, newly acquired Industrial Park, and various other properties/lots owned by the City of Crossville.

The Maintenance Department is responsible for mowing approximately 100 miles of city right-of-ways. For the year 2011, the Maintenance Department mowed the city right-of-ways three (3) times and trimmed back the excessive overgrowth of bush and tree limbs from the right-of-way once. The Maintenance Department is also responsible for mowing the grounds of the water tanks, pump stations, water plants, Miller Avenue and Highway 127N from Elmore Road to Interstate 40.

Mechanical/vehicle maintenance of all City owned automobiles, emergency vehicles, tractors and heavy equipment.

The Department processed 562 general maintenance work orders and performed 594 vehicle services or repair work orders this fiscal year.

Repairs to the fence and a new gate were installed at the City Cemetery.

Sidewalks bordering Miller Bypass were edged and weeded.

A safety handrail was painted and installed near the valve at Holiday Dam.

The basement of the Holiday Water Treatment Plant was scraped of old paint and resurfaced with a water resilient paint to prevent leaks and seepage.

Installed new sewer lines to the camping areas at Meadow Park Lake.

A new gate was constructed at the City owned property on Woodlawn Road.

Hung new tin on the interior walls of the old hangar at the Crossville Airport.

Tore down the City acquired home located at the proposed Fire Station 3 site. The site was also cleared of additional trees and debris.

Tore down the City acquired home located on the Crossville Airport property. The property was also cleared of additional trees and debris.

Tore down the City acquired home located across from Tennessee Avenue. The property was also cleared of additional trees and debris.

A mobile home located on Harper Lane was demolished per building codes enforcement.

In conjunction with the Street Department, the Maintenance Department repaired the beacon tower at the Crossville Airport.

The Maintenance Department participated in the 2011 Sustainability Fair with a Biodiesel demonstration. This department had biodiesel tractors on display along with the procedures of manufacturing biodiesel.

The Tennessee Technology School of Crossville required assistance in trenching a ditch for their 2012 Energy Efficient Home project.

New gates were installed near the Lake Tansi Water Harvesting project site.

The bare, sloped banks at Centennial Park were repaired with new topsoil and grass

seed.

New concrete pads and backstops were formed and poured at the Warner complex.

The First Street side and rear of the Palace Theater was pressure washed and painted.

In conjunction with the Street Department, the Maintenance Department formed, poured and installed a new concrete boat ramp at Meadow Park Lake. In addition, the docks were also repaired at this time.

The Maintenance Department assisted with the clearing, digging and installation of newly planted trees, bushes and landscaping at Centennial Park.

All employees with this department attended and completed a CPR training class, an AED training class and a fire extinguisher safety training class.

### BIODIESEL

The Maintenance Department oversees the City's Biodiesel program. The process begins with used cooking oil being picked up from local businesses and local drop off locations. A containment pad and bin is present at the Cumberland County Recycling Center for cooking oil collection. That oil is processed into an environmentally friendly, clean burning alternative fuel: Biodiesel. The City has currently produced and used 1,200 gallons of biodiesel fuel.

### Steve Powell Maintenance Supt.

Steve is a 14-year employee with the City. He is a 1984 graduate of Cumberland County High School. He and wife Lori, employed in the County Property Assessor's office, and son Andrew reside in the Lantana community. Andrew, 14, attends CCHS. Steve previously worked at Dave Kirk Chevrolet.





Work at the “model home” for the Vocational Technical School.



Photos from Crossville Maintenance Department

Tearing down old house at the site of proposed fire station #3



Work on fire station #3



Work on fire station #3



Centennial Park



Sustainability Fair



Painting the Palace



Centennial Park



Boat Ramp at City Lake



## Department of WATER RESOURCES ANNUAL REPORT

# Extensive testing done to assure that Crossville's drinking water is safe

### IS MY DRINKING WATER SAFE?

Yes. In 2010 we conducted over 10,000 tests for more than 85 contaminants which may be found in drinking water. We did not detect any of these contaminants at any levels which surpassed the strict regulations of the State of Tennessee and the U.S. Environmental Protection Agency.

### WHERE DOES MY WATER COME FROM?

The City of Crossville relies on surface water from Holiday Hills Lake, located on Holiday Drive, and Meadow Park Lake, located on City Lake Road. The Holiday Hills WTP pumped out 380,378,000 gallons of treated water and the Meadow Park WTP pumped out 1,070,107,000 gallons of treated water in 2010. Crossville Water Resources serves approximately 11,945 customers and has an average production of 3.973 million gallons per day. Additionally, Crossville sells water to South Cumberland and Grandview utility districts. The Tennessee Division of Water Supply considers Crossville's water intakes to be of low susceptibility to contamination based on the factors outlined in their "Source Water Assessment" of the area. For further info about Tennessee's EPA approved Source Water Assessment Program contact the TN Division of Water Supply at 1-888-891-8332, or go to [www.tn.gov/environment/dws/dwassess.shtml](http://www.tn.gov/environment/dws/dwassess.shtml).

### WHAT ELSE SHOULD I KNOW?

Drinking water, including bottled water, may reasonably be expected to contain at least small trace amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about drinking water and the guidelines which regulate it may be obtained by calling the EPA's Safe Drinking Water Hotline, 1-800-426-4791, or visiting them online at [www.epa.gov](http://www.epa.gov).

The sources of drinking water, both tap and bottled water, include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

### CONTAMINANTS WHICH MAY BE PRESENT IN SOURCE WATER INCLUDE:

Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.

Inorganic contaminants, such as salts and metals which can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.

Pesticides and herbicides, which may come from a variety of sources such as agriculture, urban storm runoff, and residential uses.

Organic chemical contaminants, including synthetic and volatile organic chemicals, byproducts of industrial processes and petroleum production, which may come from gas stations, urban storm water runoff or septic systems.

Radioactive contaminants, which can be naturally-occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, the EPA prescribes regulations which limit the amount of certain contaminants in water provided by public systems. Crossville Water Resources treats your water using sedimentation, coagulation, disinfection, and filtration to remove or dramatically reduce harmful contaminants which may come from source water.

### HOW CAN I LEARN MORE?

For opportunities to become more involved you are welcome and encouraged to attend public meetings on the second Tuesday of each month in the City Council Chambers at City Hall, 99 Municipal Avenue, at 6:00 pm.

### LEAD IN DRINKING WATER?

If present, elevated levels can cause serious

health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Crossville Water Resources is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

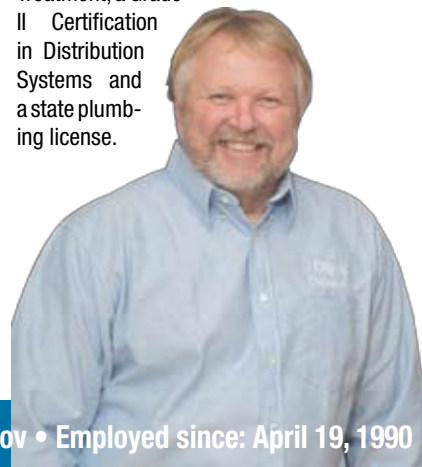
### WATER SYSTEM SECURITY?

Following the events of September 2001, we realize that our customers are concerned about the security of their drinking water. We urge the public to report any suspicious activities at any utility facilities, including treatment plants, pumping stations, tanks, fire hydrants, etc. to 931-484-5113.

## Jerry Kerley Director of Water Resources

Jerry, a Crossville native and Cumberland County High graduate, has been with the City since April of 1990. He and his family reside in the Big Lick Community. His wife Ruth owns and operates Ruthie's Antiques, and he has four children: Jeremy 35, Joe 33, Jesse 31, Jessica 30; along with five grandchildren.

Jerry has a Grade IV Certification in Water Treatment, a Grade II Certification in Distribution Systems and a state plumbing license.



# Office of INFORMATION TECHNOLOGY ANNUAL REPORT

## Information Technology Spans Departments

The Crossville IT Department administers technology in some form in every City

### Lee Lawson IT Administrator

Lee has been employed with the City for 7 years and lives in Crossville. He attended Tabor Elementary and is a graduate of Cumberland County High School.

Prior to working for the City, he was self-employed. His professional experience includes CompTIA A+ Certification, CJIS Security Certification, and Stonegate Administrator Certification.



operated department. Since the hiring of a dedicated IT position in 2004, technological devices requiring maintenance, upgrades and support has increased 350%, growing from 61 devices to over 200.

From hardware setup and maintenance, to software set-up and support, the Crossville IT Department also:

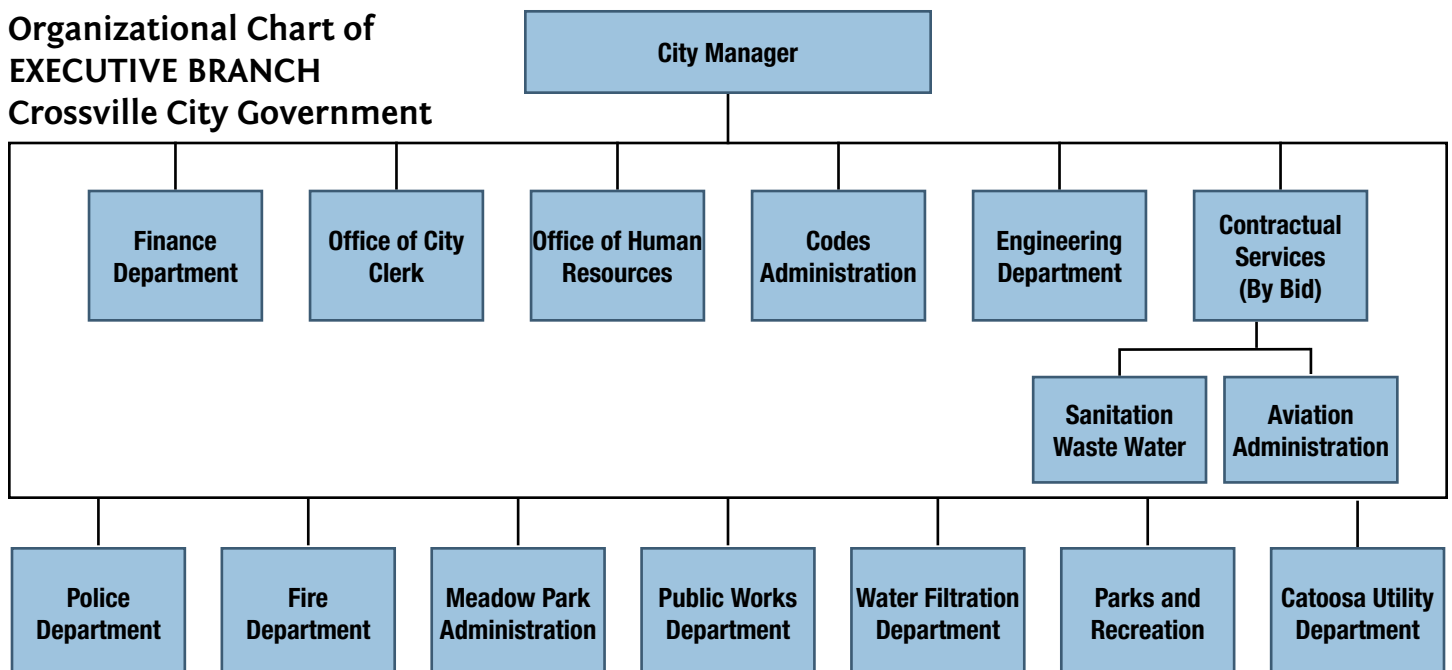
- Offers instruction on certain software applications.
- Maintains an internal website for office use.
- Makes recommendations and places orders for technology.
- Assists in creating specifications for many electronic devices, and
- Provides support for users in all departments, be it a question on how to send



email or exclamations of “I’m about to throw this thing out the window! Make it work!”

Lee Lawson • Information Technology Administrator • 484-5123 • Lee.Lawson@crossvilletn.gov

## Organizational Chart of EXECUTIVE BRANCH Crossville City Government





## Department of UTILITY MAINTENANCE ANNUAL REPORT

### Utility Maintenance Dept. keeps city water flowing

#### UTILITY MAINTENANCE DIVISION

The Utility Maintenance Department consists of 13 employees and is supervised by Billy Martin, a 13 year employee of the City of Crossville. The Utility Maintenance Department has completed the follows tasks for the 2011 year:

The Utility Maintenance Department is responsible for maintaining water lines and low pressure sewer lines. This department is also responsible for flushing and collecting bacteriological samples on new water mains.

Maintained approximately 212 miles of water lines and 74 miles of Low Pressure sewer lines within the City; which consist of: repairing leaks, flushing dead end lines, inspecting new lines, raising meter boxes and valve boxes, changing service lines and making water taps (3/4 inch to 12 inch).

The Utility Maintenance Division also maintains, flows and tests approximately 675 fire hydrants in the City and 180 fire hydrants in the County.

The department installs low pressure sewer lines and makes gravity and low pressure sewer taps. This year 98 water taps were made and 51 sewer taps were made.

More than 279 backflow prevention devices were tested this year.

#### 2011 PROJECTS

- Goldenbrook Drive: installed 53 feet of 6 inch water line and installed a fire hydrant for the new Cumberland County Health Department
- Crestview Lane: installed 505 feet of 2 inch low pressure sewer line
- Highway 127 South: installed 2,354 feet of 10 inch water line and 108 feet of 6 inch water line
- Genesis Road: installed 900 feet of 4 inch low pressure sewer line
- Holiday Drive and Waterview Drive: installed 363 feet of 4 inch gravity sewer line
- Bob Tollett Loop: installed 1,553 feet of 6 inch water line and 220 feet of 2 inch

- water line
- Holiday Drive: installed 456 feet of 6 inch water line
- Industrial Boulevard: installed 12 inch line valve; removed and relocated 40 feet of 12 inch ductile iron pipe in the way of the gravity sewer rehabilitation project
- Miller Avenue: installed 250 feet of 2 inch low pressure sewer line for the Energy Efficient Home Project at the Tennessee Technology Center
- In conjunction with the Street Department, new asphalt was installed in the old section of the City Cemetery
- Continued with the ongoing project of installing 3/4 inch to 6 inch radio read meters

#### METERS

Approximately 8,000 water meters are read monthly. The department turns off approximately 41 meters per month due to delinquent payments and reinstates approximately 21 meters per month due to people relocating.

Replaced 117 commercial meters ranging in size from 1 inch to 6 inch, and 1,753 3/4 inch Residential meters with new radio read meters.

#### LINE LOCATIONS

The department locates water and sewer lines for Tennessee One Call. This year there were 947 line locations.

#### GRINDER PUMPS

There were 993 grinder pumps maintained this year. This includes two (2) inspections at the time of installation and a yearly maintenance of every residential pump in the City. The Department also rebuilds pump motors, replaces bearings, seals and all electrical components, from the panel on the house out to where the pump is located. The sewer line from the tank to the tap valve is also maintained for residential dwellings. Approximately 200 pumps were repaired in 2011.

#### CEMETERY

The Utility Maintenance Division also takes care of the City Cemetery and Frost Cemetery which has approximately 12 acres to maintain. The City Cemetery was mowed 21 times last year and Frost Cemetery was mowed 15 times. The department is responsible for digging and covering the graves at the cemeteries. There were 81 graves dug this year.

#### UTILITY MAINTENANCE CREW ACKNOWLEDGMENTS

The Utility Maintenance Crew completed a drivers safety course given by the Crossville Police Department

- Attended a Homeland Security Seminar at Fleming Training Center in Murfreesboro, TN
- Attended TAUD meetings
- Attended a Tennessee One Call Seminar
- Attended a Drug and Alcohol in the Work Place class
- Attended Civility in the Work Place class
- State Sanitary Survey on the water system was performed by TDEC and the City scored a 95% approval
- Attended CPR and AED class given by the Crossville Fire Department
- Completed training on a new manhole coring machine
- The Public Works Department assisted with the City's 3rd Annual Sustainability Fair
- Darrell Moore received his pin commemorating 15 years of service with the City of Crossville
- Venable Kearley received his pin commemorating 25 years of service with the City of Crossville

### Billy Martin Utility Maintenance Manager

Billy is in his 14th year of employment with the City of Crossville. His family resides in the Vandever community. Billy is a 1981 graduate of Cumberland County High School. He and his wife Melissa, employed by the Cumberland County School System at Martin Elementary, have two children: Gregory, age 29, with wife Denise and their son, Hunter; and Clinton, 17, a senior at CCHS. Billy is re-retired from the Tennessee Army National Guard, where he did mechanic work. He has also been involved in residential and commercial construction, and is certified as a Grade II Distribution System Operator.





## Photos from the Street Department Annual Report





# Crossville STREET DEPARTMENT ANNUAL REPORT

## Street Department Has Busy Year

The Street Department consists of a 12 man crew with one man working at night running the sweeper truck and the supervisor, Joe Miller. The following projects and tasks have been completed by the Street Department for 2011:

### CONCRETE:

We have formed and poured a total of 267 cubic yards of concrete in the maintenance of our sidewalks, curb and gutter and storm drains. We are currently working on a sidewalk project on Hayes Street beside the hospital and will hopefully complete it by year's end. Many of our storm drains are deteriorating and count as completed work orders but with small amounts of concrete poured. We have also added some storm drains to better remove the storm water from the roadways. We have assisted the airport with the installation of the pad for the fuel tanks.

### STREET RESURFACING:

Frontage Road 894 ft.  
Executive Drive 350 ft.  
Chuckles Drive 1490 ft.  
Cother Street 590 ft.  
Penfield Street 410 ft.  
Thurman Avenue 1795 ft.  
2nd. Street 338 ft.  
1st. Street 625 ft.  
Stanley Street 610 ft.  
4th. Street 560  
Rector Avenue 825 ft.  
Sweeney Drive 2900 ft.  
Farmington Lane 1475 ft.  
Wakefield Street 380 ft.  
Wilson Lane 2175 ft.  
Sunset Lane 91 ft.

636.56 tons of asphalt was installed for miscellaneous patches throughout the city.

TOTAL TONAGE of ASPHALT = 5847.68 for a cost of \$398,051.84. However, the approved paving list is not complete as two of the streets were put on hold due to current construction. The list should be finalized in the spring of 2012 after the construction is complete.

### SPECIAL EVENTS:

We worked a total of 29 special events this year which range from the ever popular Cruise-Ins to the Christmas Parade, as well as the Memorial and Veterans Days Ceremonies. We were especially fortunate to be allowed to participate in the Vietnam Veterans Reunion featuring the moving wall memorial and parade, in which the Street Department had the honor of flying the flags. We also participated in the FIREBALL RUN for missing children. We teamed with the Chess Federation for this event and this year's run has already located some of the missing children.

### SIGNAL LIGHTS:

We maintain and operate a total of 36 signalized intersections within the City. Over half of these are now L.E.D. and upgrades are still underway. We have plans to complete two more intersection upgrades by the end of the fiscal year with more to come next year. Unfortunately, signal control boxes have been a target this year. Traffic accidents and electrical issues have exhausted our backup stock. A control box crash is considered an emergency situation. The dangers are great and multiple. Traffic is confused by the dark signal and the potential for electrical shock is present. We respond to these occurrences in a very timely manner as this takes priority over all the day's activities. We have also assisted with the beacon light and runway lights at the Airport.

### LINE LOCATIONS:

We have completed 37 line locations for proposed construction this year. Many of the locations were at the airport for upgrades and new construction.

### STREET CLEANING:

We applied approximately 1500 tons of salt to the City's streets this year. Salt was a pre-

cious commodity this year and in very short supply. We did not run completely out, although a couple of times it was dangerously close. The Street Department would like to express their gratitude to the Public Works Director for the City of Cleveland, Tommy Myers, for helping us acquire 100 tons of salt when it was needed. Our utmost appreciation also goes to County Road Superintendent, Scott Blaylock, for hauling the salt from Cleveland for us. A huge thank you to the salt crew that came out on Christmas morning, you are greatly appreciated. A new partnership was formed as the City salt crews assisted the Cumberland County Highway Department in the clearing of the county's roads. We used our equipment to apply the salt and sand mix that the county was spreading. We were glad to help and Cumberland County as a whole benefited.

### EMERGENCY CALLS:

We responded to 53 emergency, after hour and weekend calls in 2011. These varied from signal lights being on flash to the snow slick roads of winter to trees being blown into the roadway. We are called out for any issue that will endanger or impair the travel of the motoring public of our City. Street Department Personnel are On-Call 24/7.

### WORK ORDERS:

A total of 631 Work Orders were completed

### Joe H. Miller, Jr. Street Department Supt.

Joe is a Deer Lodge (TN) native who is in his 16th year of employment with the city. He is a graduate of Sunbright (TN) High School, and worked at Aristokraft for six years prior to joining the City.

He and wife Patricia, owner and operator of Secondhand Rose Alterations, live in the Oaklyn Subdivision of Crossville.



by the Street Department this year. The breakdown of the work orders are:

100 on drainage improvements and culvert installations.

119 on signs, lines and pavement markings replacement and repairs.

173 on banners, flags, street and signal light installation, repair and replacement.

49 on right of way clearing and debris removal.

84 on pothole patching and asphalt maintenance.

91 on curb and gutter, storm drain and sidewalk repair and replacement.

15 on assisting other departments.

#### **SOME OF THE WORK ORDERS CONSISTED OF JOBS SUCH AS:**

One of the biggest undertakings for the Street Department this year was the upgrade to the drainage on Old Jamestown Highway. New, three foot diameter HDPE pipe (plastic) was laid from the intersection at the Post Office, along Old Jamestown Highway to the intersection of O'Brien Drive. To complete the project we had to rent a track hoe and a hammer hoe as there were about five feet of solid rock to break through. Much of the time was spent with a two man crew operating the rented equipment with one doing the rock breaking and the other removing it from the ditch. Movement was slow as close attention was paid to maintaining the correct elevation on the pipe to maximize the water flow. Almost 1000 man hours were spent on this job with the two rented machines running for most of them. A new catch basin was constructed to connect all the existing culverts to the new pipe. Additional drains were installed to better assist the removal of the storm water from the roadway with plans to add one more in the spring of 2012. This installation will require crossing Old Jamestown Highway from Industrial Boulevard at the Post Office corner through a spider web of water, gas and sewer lines. This addition will attempt to relieve the removal of excess water from the huge downpours that seem to be becoming more common all the time.

Another large project this year was the Spirit Broadband Amphitheater. We took a diamond in the rough and refined it into another jewel for downtown that is now an extension of the Palace Theater. Many precautions were taken to assure the slope and drainage was correct and functioning properly. With only a conceptual rendering

of what it was perceived to look like upon completion, and a diagram of the planting and landscaping, many of the decisions were made spontaneously and on site. Mr. Steve Lane and his class from The Tennessee Technology Center assisted with the forming, pouring and finishing of the concrete and also with the installation of the sod. Thank you to Mr. Lane and his class for the assistance provided.

The Street Department helped the Tennessee Technology Center with the installation of a yard and a few other items at the energy efficient model home they are building on Miller Avenue across from the school.

We also participate in the Mayor's Sustainability Fair each year. This year we introduced a display of solar energy that is actually being used in Crossville today. The display was a solar powered School Warning Light. Lights very similar to this one are currently in operation for Stone Memorial High School and are located on Cook and Genesis Road. With technology advancing so rapidly we hope to be able to continue to bring more energy efficient operations to the city and new and exciting displays to the fair.

In conjunction with the Engineering and Maintenance Departments of Cumberland Medical Center, new crosswalk warning lights were erected on Hayes and Cleveland streets alongside the hospital. This is an effort to improve safety in very high pedestrian traffic areas at all hours of the day and night. To encourage sustainability, the poles that were used for the lights were recycled from an upgrade done by the wastewater plant and LED lights were installed to reduce electricity consumption.

The Street Department worked at the Airport to construct the concrete pad for the new fuel tanks. Redoing the electrical work on the beacon light at the airport was completed. Both required several man hours and the work on the beacon light was performed by the Street Department and Maintenance personnel working as a team.

The Street Department was called to the water harvesting project to repair a washout created by a test run of the pumps. We needed a lot of

big rock in a hurry. Calling on the Maintenance and Utility Maintenance Department of Public Works for trucks, and receiving everything they had, we still needed to move in more rock. Scott Blaylock was contacted and asked for his help in the form of two of his tandem dump trucks to haul to our location. Scott sent three of his trucks and came out personally and informed me to use them as long as we needed them. Thanks to Scott, and the use of his trucks, enough rock was hauled and installed to resume pumping the next morning.

Many of the work orders completed aren't very glamorous, but it takes all of them to keep our City running smoothly and safely. Some examples are changing a signal bulb, cleaning out a culvert end, changing a defective breaker on the street lights, replacing a faded out sign, patching pot holes and painting parking spaces and curb corners. There is also everyday work we perform that is not classified into work order form. Installing the American Flags, preparing the float for the Christmas Parade, hanging the Christmas Decorations and keeping them relamped and burning brightly are other jobs the Street Department performs on a regular basis.

#### **CERTIFICATIONS AND SPECIAL AWARDS:**

Nelson Delk achieved a Level 3 certification for a Signs and Markings Specialist from the IMSA. Tyler Pelfrey achieved a Level 2 Signal Light Field Tech Certification from the IMSA.

Joe Miller graduated from the 2011 class of Leadership Cumberland. Tyler Pelfrey will receive his 5 year Service Award. Kevin Music will receive his 10 year Service Award. Joe Miller will receive his 15 year Service Award.

Bobby Sells will receive his 20 year Service Award. Tommy Porter will receive his 25 year Service Award.







[www.crossvilletn.gov](http://www.crossvilletn.gov)

# CROSSVILLE

THE GOLF CAPITAL OF TENNESSEE™



A GOVERNOR'S THREE-STAR COMMUNITY

For Continued Successes In Economic and Community Development